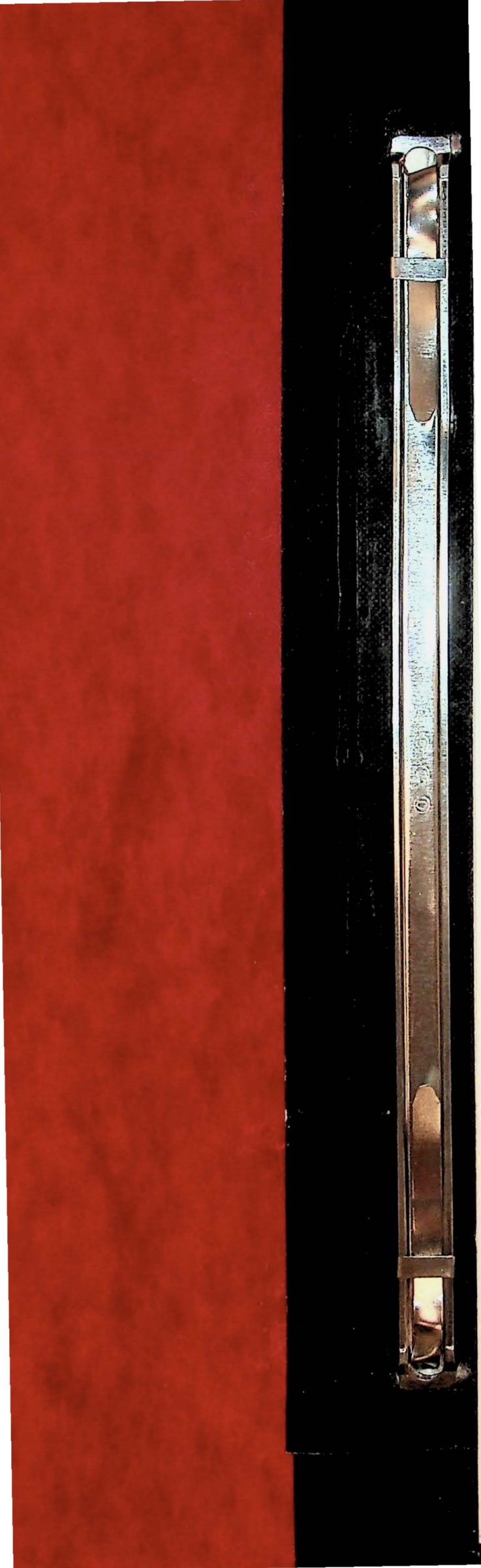
MINUTES OF

COMMISSION MEETINGS

JANUARY 1994 to

DECEMBER 1996



MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

December 16, 1996

9:00 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Monday, December 16, 1996, at 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Afriat and Commissioners Barrett and Robins.

Members Absent: Commissioners Avila and Hunter.

APPROVAL OF MINUTES: The Minutes of December 2, 1996 were held over until the next Commission meeting.

UNFINISHED BUSINESS

Consideration of Department's Vision Plan

Commissioner Barrett discussed the report dated July 1, 1996 regarding "Long Term Conceptual Plan for the Department". Some of the items discussed were: Animal Trend Reporting, Horses, Exotic Pets, Upgrading Facilities, Preventing Cruelty to Animals, Protecting People from Dangerous Animals, Rebuilding the Department, and Leadership on Animal Issues.

Commissioner Barrett will have a final report on this based on input received by December 23, 1996. Commissioner Afriat advised that this item will be on the January 6, 1997 agenda, at which time it will be the intention of the Board to adopt the final report. Commissioner Afriat thanked Commissioner Barrett for the extensive work she did on the Department's Vision Plan.

Consideration of Cruelty Laws and Enforcement

Commissioner Barrett discussed a report dated December 16, 1996 regarding Task Force to Review Cruelty Laws and Enforcement. She indicated that earlier there had been discussion about what the Department could do about cruelty enforcement and wondered if there were changes in State or local laws that the Commission could recommend to the City that would assist in getting anti-cruelty laws enforced. Commissioner Barrett discussed the Task Force's "Discussion Notes" and their "Initial Recommendations" which need to be further explored. The Task Force's next steps are to conduct a survey of Department personnel; confer with additional groups and agencies regarding their ideas; research asset forfeiture and fine collection laws; and research training options and costs.

Phyllis Daugherty discussed dog fighting as the number one problem in the City of Los Angeles. She stated that we should get private money involved. She suggested the Postal Services, insurance companies, HMOs, utility companies, etc. They know where the real animal problems are. Ms. Daugherty recommended forming coalitions with private industry. This is a social problem, not an animal control problem.

Commissioner Afriat mentioned that Gary Olsen, Linda Gordon and he attended the opening of Valley Dog Park in Van Nuys.

Phyllis Daugherty modelled the T-Shirt given to her by the General Manager from the opening at the Valley Dog Park and discussed what a success the program was.

The General Manager spoke regarding the success of the opening o the Valley Dog Park in Van Nuys. He stated that this Park is where he used to collect his snakes and lizards as a child. He thanked Councilwoman Chick, Jackie Tatum, General Manager of Recreation and Parks, and all the volunteers for the success of this program.

Commissioner Robins talked about the first dog park, Laurel Canyon Park, and how successful that program has been.

NEW BUSINESS

Consideration of Funding for Polyethylene Cages for Medical Roo & Cat Room at East Valley Center to be Paid out of the Animal Welfare Trust Fund

The General Manager indicated that the medical facility at East Valley Animal Care and Control is not being used because of a lack of cages. He asked approval from the Commission to transf money from the Animal Welfare Trust Fund for 26 cages. Dr. Mangiamele discussed the report dated December 16, 1996 to the Board from the General Manager regarding "Cages Provided by Ced River Laboratories for the East Valley Medical Center". She ga a detailed description of how the cages are made and their life span, and how and where they would be used.

Commissioner Afriat stated for clarification that, at this time, the requested funding for cages is just for the medical room an does not include the cat room.

The following Motion was made by Commissioner Robins and second by Commissioner Barrett: "That the Department move forward and order polyethyline cages for the medical room and that money be allocated in the amount of $9,551.08, plus tax, from the Animal Welfare Trust Fund." (Unanimous approval; Commissioners Avila and Hunter were absent.)

The Board asked the Department for a breakdown of funds available in the Animal Welfare Trust Fund.

PUBLIC COMMENTS

Maria Rosen discussed her cat, Sparky, who accidently got out on November 30, 1996; she believes the animal was picked up by Animal Regulation. She indicated that she was concerned that Sparky may have been put down because he had a compound fracture and no identification. She asked that the Department have compassion for pet owners, and unless it is a life-threatening situation, to hold an injured animal until the owner comes for the pet.

GENERAL MANAGER'S REPORT

Dena Mangiamele, Chief Veterinarian, stated that because no positive identification of the injured cat was made by Maria Rosen, it is possible that Sparky may still be alive. She stated that she stands behind the actions taken by the Animal Health Technician in this case which was the humane thing to do.

The General Manager discussed the following items: He stated that shelter recordings should include the message that there is a hospital room at the shelter; he distributed a draft proposal to the Board regarding Cat Trapping and Neighbor Notification which will be placed on the January 6, 1997 Commission Agenda; he showed photographs of the airlift harness for livestock and indicated that there will be training at North Central Shelter on December 17, 1996; he advised that the Department will be hosting a regional meeting at North Central for the American Humane Association with directors on December 17, 1996; he advised that Civic Collection signed the contract with the City, and that Commissioner Avila offered to assist in getting the contracts through two Council Committees.

Peter Persic, Public Information Director, gave a status report on news items and Department signage.

Commissioner Afriat asked if the Department has a policy about releasing animals to someone that is known to commit spousal abuse. Commissioner Afriat stated that he would like to pursue the Department having a shelter policy with regard to what discretion we take and who we give these animals to.

The General Manager advised that the Department will have a Veterinarian on board on January 6. The new Veterinarian will work 30 hours. The General Manager showed a video entitled "When Animals Attack". The video showed a Pit Bull attacking on one of the Department's former Animal Control Officers, Florence Crowell. Florence Crowell was unable to return to work due to

permanent injuries after being attacked by a Pit Bull when she responded to a call. The General Manager indicated that this video was shown at a budget meeting with the Mayor. He indicate that the video showed three specific items: (1) the type of animal that the Department encounters; (2) our inability to safeguard our own employees; and (3) the Department's need for additional staff for night assignment.

The General Manager advised the Commission that the elevators no have telephones.

COMMENTS BY BOARD MEMBERS ON ITEMS NOT ON AGENDA

Commissioner Afriat reminded the Commission that the second meeting in January is put off to the following week in January because of Martin Luther King holiday. The second meeting in January will be a quarterly meeting held on January 27, 1997 at 5:00 p.m. at Reseda High School.

The meeting adjourned at 10:30 a.m.

January 27, 1997
ATTEST

PRESIDENT

COMMISSION SECRETARY

c:12-16-96cm

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

December 2, 1996

9:00 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Monday, December 2, 1996, at 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Afriat and Commissioners Avila, Hunter and Robins.

Members Absent: Commissioner Barrett.

APPROVAL OF MINUTES: The Minutes of November 18, 1996 were approved by the Board. (3 ayes; 1 abstain, Commissioner Afriat; Commissioner Barrett was absent.)

UNFINISHED BUSINESS

Consideration of Department's Vision Plan
This item was continued to the next Commission meeting.

Consideration of Design Program for Department Logos
This item was continued to the next Commission meeting.

Consideration of Spay and Neuter Contract
Linda Gordon, Sr. Management Analyst, discussed the Department's report dated November 18, 1996 regarding Request for Contract Approval - Dog and Cat Spay and Neuter Services. She indicated that the Department would like to forward this contract to the Mayor and Council for approval and asked for the Commission's approval.

Rich Herro, Chief Executive, Animal Foundation International, indicated they are very excited about the contract with the City of Los Angeles, and praised Department staff for their high level of cooperation.

Commissioner Afriat inquired about the percentage of free spaying and neutering Animal Foundation International would be able to provide the City of Los Angeles. Mr. Herro stated that if Animal Foundation International can do 12,000 surgeries per crew, they can easily provide two or three free spay and neuters a day per clinic. Commissioner Afriat asked that the Department inform the Commission when AFI reaches that level of surgeries.

After further discussion by the Board regarding the agreement between the City of Los Angeles and Animal Foundation International for dog and cat spay and neuter services, the following Motion was made by Commissioner Robins and seconded by Commissioner Avila: "That the Board approve the contract between the Department, City of Los Angeles and Animal Foundation International." (Unanimous approval; Commissioner Barrett was absent.)

Phyllis Daugherty discussed Dr. Mackie and his interest in talking to Mr. Herro about perpetuating early spay and neuter with low cost to the public. Dr. Mackie would like to discuss the possibility of using a private/public contractor operation.

Joyce Pieper discussed spay and neuter clinics being able to handle feral cats.

Commissioner Afriat requested that Department staff submit a status report on the progress of the spay and neuter contract.

Reconsideration of Pet Vaccination Contract

Commissioner Afriat advised that this item may be a subject of potential litigation and will be discussed in Executive Session later today.

PUBLIC COMMENTS

Lois Newman, Cat and Dog Rescue, discussed a newspaper article dated November 20, 1996 in the Los Angeles Independent Newspaper regarding housebreaking animals. She stated that she strongly disagrees with the article.

Phyllis Daugherty discussed an article she wrote dated December 4, 1996 to the New Times newspaper in response to their article dated November 7 - 13, 1996 regarding Pit Bulls. She also discussed high quality radios for use by Animal Control Officers in the field and their inability to contact the Police Departmer when necessary.

Joan Luchs, Animal Alliance, discussed a memo dated December 2, 1996 to the Board of Animal Regulation from: Consensus from Humane Community Members in attendance at November 5, 1996 meeting held by Commission President Steve Afriat regarding Current Prioritized Recommendations for Volunteer Program Crisis Ms. Luchs stated that she received comments from over 20 members and submitted her memorandum to the Board.

GENERAL MANAGER'S REPORT

The General Manager discussed the following: Town Hall meetings conducted in Councilman Svorinich's district where Department staff and volunteers participated. The meetings were held in the communities of Watts, Harbor City/Harbor Gateway, San Pedro and Wilmington. He gave an updated on the Personnel Status Report for the Department. He stated that the Department now has 800 megahertz radios for staff; however, staff still do not have the ability to contact the Los Angeles Police Department nor the Fire Department unless they go through other means of communication. The General Manager advised that the Department had 131 volunteers on board in October and 662 volunteer hours were donated. He also discussed a letter to the Mayor dated November 21, 1996 regarding collection of a $10 deposit from persons who relinquish a stray dogs or cats and request "First Rights" to reclaim that animal when it becomes available for public adoption.

COMMENTS BY BOARD MEMBERS ON ITEMS NOT ON AGENDA

Because Commissioner Hunter will not be in attendance at the December 16 Commission meeting, he asked that the Design Program for Department Logos item be held over until the first meeting in January.

Commissioner Robins discussed a stray Great Dane who was rescued by Department staff and volunteers and returned to its owner. Commissioner Robins praised Department staff and volunteers for their assistance.

Commissioner Afriat announced that he will hold his once-a-month meeting with the humane community on Wednesday, December 4, 1996, at 3:00 p.m. in the CAO Conference Room, Room 300, City Hall East. He stated that the meeting is open to the public, humane community and one member of the Board.

The meeting recessed at 10:10 a.m.

The meeting reconvened for Executive Session at 10:20 a.m.

The Board discussed personnel matters and the potential for litigation. The Board took the following action: Authorize the Deprtment to proceed with the Zootechnics dba Pet Vaccination Services contract.

The meeting adjourned at 11:15 a.m.

January 27, 1997
ATTEST

PRESIDENT

Giselle Hauptt
COMMISSION SECRETARY

c:12-2-96cm

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

November 18, 1996

9:00 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Monday, November 18, 1996, at 419 South Spring Street, Los Angeles, California 90013.

Members Present: Commissioners Avila, Barrett, Hunter and Robins.

Members Absent: President Afriat.

APPROVAL OF MINUTES: The Minutes of November 4, 1996 were unanimously approved. (Commissioner Robins was not present at time of vote; and Commissioner Afriat was absent.)

UNFINISHED BUSINESS

Consideration of Department's Vision Plan

Commissioner Barrett discussed her report dated July 1, 1996 regarding a Long-Term Conceptual Plan for the Department. Some of the sections discussed were: Pet Population Plan for Los Angeles; the Statistics for dogs, cats, horses, exotic pets, and the number of animals processed through the City's systems. Also discussed was a combination of policies and resources recommended to adopt a Pet Population Plan such as: mandatory cat, dog and horse identification/license programs; strong mandatory spay and neuter policies and breeding regulations, including "early" spay and neuter for animals as young as eight weeks; public access to low-cost and early spay and neuter services; a feral cat strategy to advocate policies that would encourage people to value cats and to eliminate the tendency to view them as disposable; effective leash law enforcement; and effective public education about responsible pet ownership and the need for spaying and neutering. Other sections of the report discussed were: Making Los Angeles an "Animal Friendly City"; Animal Information Centers; Community Centers; 24-Hour Hotline; Regional Coordination; Community Outreach; Designating Places to Play; Problem Intervention and Prevention; Animal Trend Reporting; and Disaster Preparedness.

Lois Newman, Cat and Dog Rescue, stated that there are at least another 7 - 8,000 animals which go through the humane community. She stated that the humane community keeps at least 10 percent of the animals out of the shelters.

Phyllis Daugherty discussed street volunteers and their fears and concerns regarding animal control agencies and humane organizations when they try to save stray animals in the streets. She proposed a "Neighborhood Animal Watch Program" for communities.

Jamie Pinn, Pet Assistance, agreed with the neighborhood watch approach, and good planning vs. only responding to crises.

Joyce Pieper stated that the issue of Feral cats is enormous and the Breeders Ordinance and enforcement of it is most crucial.

Elyse Mayberry, Cats at the Studio, discussed enforcement of abandonment laws.

Lois Newman, Cat and Dog Rescue, recommended that pet owners who may be moving should contact the humane organizations at least two months ahead.

Animal Foundation of Las Vegas - Video Presentation

Linda Gordon, Sr. Management Analyst, presented a video regarding the Animal Foundation of Las Vegas and the different programs they offer. She indicated that the name has been changed to Animal Foundation International. The City of Las Vegas has contracted with them to provide sheltering of animals. The Mayor of Las Vegas has given Animal Foundation 4 1/2 acres across the street from the current facility, and $3.5 million for a new facility. Mrs. Gordon indicated that the City of Los Angeles is working extensively with Animal Foundation International.

Consideration of Design Program for Department Logos

Commissioner Barrett displayed the new versions of the "hand" logo and the "circular" logo for the Commission's consideration and approval. After discussion regarding the color and design of the two logos, the following Motion was made by Commission Hunter and seconded by Commissioner Robins: "That B. D. Fox take a close look at the "hand" logo with the possibility of softening the hand. If the hand cannot be modified, then to accept the current orange hand logo." (Unanimous approval; Commissioner Afriat was absent.)

NEW BUSINESS

Consideration of General Manager's Recommendation on Case #96124

Anna Quintana spoke on behalf of her Grandmother regarding reconsideration of the General Manager's decision on Barking Case No. 96124. After discussion regarding this case, the following Motion was made by Commissioner Robins and seconded by Commissioner Hunter: "To rescind the General Manager's ruling on Case No. 96124 and return the license with no terms or conditions." (Unanimous approval; Commissioner Afriat was absent.)

PUBLIC COMMENT

Phyllis Daugherty spoke regarding the November, 1996 issue of New Times Newspaper regarding Pit Bulls; Animal Control Officers not having bolt cutters; and asked that quality cameras, telephones for Animal Control Officers to carry, extendable batons, and bolt cutters be included in the Department's budget request package.

Jamie Pinn, Pet Assistance, discussed her meeting with District Council Offices regarding spay and neuter vouchers and to have an outreach program for neighborhood intervention.
Lois Newman discussed a Motion introduced in Council for a report to be presented by the Police Department and Animal Regulation regarding an article in the November 1996 New Times Newspaper regarding Pit Bulls.

GENERAL MANAGER'S REPORT
The Assistant General Manager advised that the Department now has hand-held radios are which are in full operation. He discussed the Department's Special Enforcement Unit and two Council Aides who went out with staff during some of these operations.

Dr. Mangiamele discussed a photo which will be distributed nationwide for adoption of animals through the Adoption Coalition. She also discussed a one-page handout on Steps to Take When Bitten by a Domestic Animal.

Peter Persic, Public Relations Director, gave an update on public relations items.

COMMENTS FROM BOARD MEMBERS ON ITEMS NOT ON AGENDA
Commissioner Barrett asked that an item regarding Animal Cruelty Enforcement be placed on the December 16 Commission Agenda.

The Board recessed at 11:12 a.m.
The Board reconvened at 11:22 and went into Executive Session.
The Board discussed potential litigation. No action was taken.

The meeting adjourned at 11:55 a.m.

December 16, 1996
ATTEST

PRESIDENT

Giselle Hamp
COMMISSION SECRETARY
a:11-18-96cm

CITY OF LOS ANGELES

DEPARTMENT OF ANIMAL REGULATION

Monday, November 4, 1996

9:00 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Monday, November 4, 1996, at 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Afriat and Commissioners Avila, Barrett, Hunter and Robins.

APPROVAL OF MINUTES: The Minutes of October 7, 1996 were unanimously approved as corrected. The Minutes of October 21, 1996 were unanimously approved.

UNFINISHED BUSINESS

Consideration of Department's Vision Plan
Commissioner Barrett stated that she has not received comments from the public as yet.

Phyllis Daugherty stated that the Department needs to strengthen law enforcement of the Department. She recommended educating the public.

The General Manager indicated a memorandum was sent to staff for their input on the Department's Vision Plan.

The Board thanked Commissioner Barrett for her work on the Vision Plan. Commissioner Afriat reminded the public that it is the Commission's plan to adopt the Vision Plan by the end of December and that they welcome input from the public by the end of November to be included in the final report in December.

The Department's Vision Plan will be discussed more thoroughly at the next Commission meeting.

Consideration of a Call Management System
The General Manager discussed the memorandum dated October 14, 1996 regarding a Call Management System. There were three proposals: GTE, Pac Bell and Fujitsu Business Communication Systems. The General Manager concurred with staff's recommendation for Fujitse Business Communications to provide a call management system for the Department.

The Board and staff discussed the advantages of using Fujitse Business Communication Systems. Commissioner Hunter stated that he has been in contact with Jack Nylund, Sr. System Analyst II, and Elyse Mayberry, Task Force Member, regarding the Call Management System. Commissioner Avila was concerned about the public being able to make contact with humans. Jack Nylund assured Commissioner Avila that the Department is aware of and will be careful to assure that the public has human contact when calling the Department.

Phyllis Daugherty discussed the Department's Call Management System. She requested that calls received be monitored and recorded.

The following Motion was made by Commissioner Robins and seconded by Commissioner Barrett: "That the Commission approve the Call Management System recommendation of the Department." (Unanimous approval.)

Consideration of Increase in Spay/Neuter Deposit for Dogs & Cats

The General Manager and Linda Gordon, Sr. Management Analyst, discussed the memorandum to the Board dated November 4, 1996 regarding "Proposal to Increase the Spay and Neuter Deposit from the Flat Fee of $18 to the State allowable maximum of $30 for cats and $40 for dogs."

Commissioner Barrett asked what the total cost to an adopter of an animal would be. She requested that when something is brought before the Board that affects the total cost to someone adopting an animal, that it be should be clearly outlined to the Board.

Mrs. Gordon provided to the Board a breakdown of fees and licensing for dogs, cats, puppies, and kittens which are strays, or owned, and gave total costs to an adopter (including the microchipping and spaying and neutering of animals).

Phyllis Daugherty stated her concern about older animals being penalized. She suggested adding a $10 junior license fee for puppies.

Commissioner Afriat asked staff to make a recommendation of a fee differential that Phyllis Daugherty talked about and get back to him on this.

The following Motion was made by Commissioner Barrett and seconded by Commissioner Robins: "That the Commission approve staff's proposal to increase the spay and neuter deposit from the flat fee of $28 to the State allowable maximum of $30 for cats and $40 for dogs." (Unanimous approval.)

Commissioner Afriat asked that staff provide an updated copy of fees and licensing in the Commission packets.

Consideration of Design Program for Department Logos

Commissioner Barrett stated that B.D. Fox will have revisions to the two logos chosen by the Board on October 21, 1996 later today. She asked for recommendations made by Department staff. The General Manager read comments made by staff regarding the two chosen logos.

Phyllis Daugherty displayed the County logo. She stated that the logo with the open hand is a threatening hand, and agrees with the concept of a softer hand, a cupping hand, a loving hand.

Commissioner Robins stated that she liked both chosen logos and saw nothing wrong with them. The General Manager stated he saw nothing wrong with the two logos.

Commissioner Hunter asked that the Department's comments be given to B.D. Fox.

There was further discussion by the Board regarding the need for approval from another City agency to use the logo on letterhead, trucks, signs, cups, marketing, etc.

This item was continued to the next Commission meeting.

PUBLIC COMMENT

There was no public comment.

GENERAL MANAGER'S REPORT

The General Manager introduced David Dilberto, the Department's new Sr. Animal Control Officer I, West Los Angeles Animal Care and Control. David Dilberto invited the Board to visit West Los Angeles and to feel free to call him with any questions they may have. He volunteered to improve communications and stated it is very important that we all work together.

The Assistant General Manager gave a construction update on East Valley and South Los Angeles facilities. Department staff and Commissioners Avila and Hunter will follow up with the Bureau of Engineering, and Councilmembers Alarcon and Walters on these projects.

Renovation on the Harbor and West Los Angeles facilities have been completed.

Commissioner Hunter went on a ride-a-long with Dr. Mangiamele to the South Los Angeles and West Los Angeles areas. Commissioner Hunter would like to visit all shelters before January 1.

The General Manager discussed cat trap permit notification; an Emergency Wildlife Response Team proposal which includes a mission statement, objectives/goals, tasks, team leaders, and utilization of volunteers to categories.

The Assistant General Manager gave an update on the Equestrian Trust Fund.

The General Manager asked the Commission to look into amending the barking dog ordinance process. He discussed a barking dog case he is unable to reverse his decision on because of constraints of current ordinance.

Commissioner Avila made the following motion which was seconded by Commissioner Hunter: "That the Commission review the General Manager's position on this case at the next Commission meeting and that the dog owner and complainant be notified." (No vote was taken.)

Commissioner Afriat stated that he asked the General Manager to discuss with the City Attorney and Council the review of new information regarding Barking Dog and Dangerous Animal Ordinances by the Board and General Manager.

Commissioner Afriat asked that the General Manager discuss with the City Attorney's Office revision of the Barking Dog and Dangerous Animal Ordinances.

The General Manager advised the Board that two as-needed Clerks were hired to work the Mobile Pet Adoptions and to assist the Volunteer Services Director.

COMMENTS BY BOARD MEMBERS ON ITEMS NOT ON THE AGENDA

Commissioner Hunter inquired about fund raisers for the Department and the ability to accept funds.

Commissioner Afriat invited the public to attend a general meeting on November 5, 1996 at 3:00 p.m. in the Mayor's Conference Room.

The meeting recessed for Executive Session at 10:53 a.m.

The Board reconvened at 12:00 p.m.

The Board discussed personnel matters and potential litigation. No action was taken.

The meeting adjourned at 12:05 p.m.

December 2, 1996

ATTEST

PRESIDENT

Giselle Hauptl

COMMISSION SECRETARY

c:11-4-96cm

CITY OF LOS ANGELES

DEPARTMENT OF ANIMAL REGULATION

Monday, October 21, 1996

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Monday, October 21, 1996, at 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Afriat and Commissioners Avila, Barrett and Hunter.

Members Absent: Commissioner Robins.

APPROVAL OF MINUTES: The Minutes of September 30, 1996 were unanimously approved (Commissioner Robins was absent and Commissioner Barrett was not present at time of vote).

UNFININSHED BUSINESS

Consideration of Transmittal for Microchip Contract

The General Manager discussed memorandum dated October 21, 1996 to the Board regarding the Electronic Animal Identification System Contract. He asked the Board to approve the contract which will be submitted to the Mayor and Council for approval.

The following Motion was made by Commissioner Barrett and seconded by Commissioner Avila: "Instruct Department staff to proceed forthwith." (Unanimous approval; Commissioner Robins was absent.)

Consideration of Department's Vision Plan

Commissoner Barrett stated that she has no update on the Department's Vision Plan as she has not received comments since the last Commission meeting. She asked for assistance to develop a structure and stated she is wide open for suggestions.

Lois Newman, Cat and Dog Rescue, made the following recommendations: That the major Department goal should be to go out of business; that there should be further training of staff; that by the year 2000, there should be one shelter in the Valley; that by January 1998, the Department should double the number of animals adopted to the public; and by the year 2003, the shelters should become no-kill shelters.

Phyllis Daugherty discussed prevention of cruelty to animals as being a top priority and suggested forming a task force on this subject on which she would be happy to work. She encouraged that Animal Regulation Officers should be given more authority regarding animal cruelty cases.

Commissioner Afriat suggested that the Vision Plan should be finalized the last meeting in December and that it be continued on future Commission Agendas.

Commissioner Barrett volunteered to form a committee to analyze State and local laws regarding prevention of cruelty to animals and to try and come up with recommendations for change.

PUBLIC COMMENTS

Lois Newman, Cat and Dog Rescue, criticized the General Manager's goals for 1996-97 for not including goals to reduce the number of animals euthanized, and goals for increasing the number of animals adopted.

Phyllis Daugherty discussed the Winn Feline Foundation report on early spay and neuter and the annual Toys for Pets Program. She also discussed and distributed the Position Statement on the Abandoned and Feral Cats from the Council on Public Health and Regulatory Veterinary Medicine dated July 3, 1996.

Russell Lynn discussed the problem of an increase in the number of coyotes in the City of Los Angeles and asked the Board to change and refine their current policy on this issue.

Joan Luchs discussed vouchers and stated that she does not think the current policy regarding coyotes should be changed.

GENERAL MANAGER'S REPORT

The General Manager discussed a memorandum dated October 17, 1996 to the Board regarding the Call Management System Recommendation. He asked that the Board review this report and place it on the November 4, 1996 Commission Agenda. He stated that the report regarding computers for the Department is currently in the City Administrative Office and may be in Council soon. The General Manager gave an update on the following items: $15 fee for microchipping animals is currently under review; Increase in spay and neuter deposit fee for dogs and cats; In-lieu authority for two Animal Care Technician Supervisors; Councilmembers Goldberg and Galanter's Motion regarding the Department working with the Los Angeles Police and Fire Departments; North Central Animal Care and Control Center's warehouse being used as an alternate site for the Emergency Operations Center and the possibility of upgrading North Central's security system and obtaining computers

for the Department; meeting with the Personnel Department regarding training for Department personnel; a presentation in Palos Verdes by Fred Michael, Emergency Preparedness Coordinator, regarding the Emergency Equine Response Team, and accomplishments and recognition of the Emergency Equine Response Team by the Mayor.

The General Manager gave an update on the following public relations items: Update on Spanish translation on Red Alert Program Signage, a future Special Enforcement Unit article to be in Los Angeles Times, Open House at West Valley, Halloween Pet Safety General Manager's Directive and other material, and on October 25, 1996, Councilman Wachs will promote Halloween Pet Safety.

The General Manager stated that a Child Abuse Awareness Training course was given by Detective Bob Smith of the Los Angeles Police Department. Department Officers and two people from the American Humane Association attended. The Board was advised that an appropriaton of $700 to send seven employees to a one-day training course offered by Dunn and Bradstreet entitled "152 customer service tips and techniques for our success" has been requested. On September 14, 1996 Councilman Svorinich had an open house at the Harbor and it demonstrated how important it is to have volunteers at our facilities.

Commissioner Barrett requested that the Department obtain an update from the Department of Recreation and Parks as to the balances in the Equine Fund and what kinds of things have been funded over the last few years.

COMMENTS BY BOARD MEMBERS ON ITEMS NOT ON AGENDA

Commissioner Barrett discussed the various policies over time regarding the coyote policy. She stated that she would be extremely reluctant to ever examine the coyote policy in her lifetime. She feels the current policy does provide flexibility and gives the Department the resources and authority it needs when there is a problem.

Commissioner Afriat discussed the General Manager's Merit Pay Plan and stated that within the plan there are four specific references to reducing euthanasia of animals and one specific reference to increasing pet adoptions. Commissioner Afriat indicated that he will set up monthly meetings for members of the humane community which will be open to all. The first meeting will be on November 5, 1996 at 3:00 p.m. in the Mayor's Conference Room. Meetings will be scheduled from month to month at that time.

Consideration of Board of Animal Regulation
Commission Meeting Time Changes

The following Motion was made by Commissioner Hunter and seconded by Commissioner Barrett: "That the Board of Animal Regulation Commission meetings begin at 9:00 a.m. beginning November 4, 1996, and that the Commission meet in the field once every quarter with the meeting starting at 5:00 p.m. These field meetings will begin the last meeting in January 1997."

The above Motion was amended by Commissioner Avila as follows:

"That the Board of Animal Regulation Commission meetings begin at 9:00 a.m. beginning November 4, 1996, that the goal is to have quarterly evening meetings in the field beginning the last meeting in January 1997, and that the President of the Commission be asked to make every effort to bring that to fruition." (Unanimous approval; Commissioner Robins was absent.)

The Board recessed at 11:25 a.m.

The Board reconvened at 11:50 a.m.

Consideration of Design Program for Department Logos

B.D. Fox & Friends, an advertising firm, provided pro bono assistance in developing a new Department logo to represent a more service-oriented future. Mr. Fox presented five different logos for consideration. After further discussion by the Board, Department staff, the Mayor's Office, and humane organizations, two logos were chosen for further consideration. It was recommended that Department veterinary and field staff give their input regarding the two chosen logos. This item will be placed on the next Commission agenda for further consideration.

The meeting adjourned at 12:22 p.m.

December 2, 1996

ATTEST

PRESIDENT

COMMISSION SECRETARY

c:10-21-96cm

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, October 7, 1996

9:30 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Monday, October 7, 1996, at 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Afriat and Commissioners Barrett, Hunter and Robins.

Members Absent: Commissioner Avila

APPROVAL OF MINUTES: None.

UNFINISHED BUSINESS:

Consideration of Department's Vision Plan
Commissioner Barrett discussed her report dated July 1, 1996 regarding Long-Term Conceptual Plan for the Department. She emphasized that she felt the paragraph under "A New Mission" really summarizes what this report is about. It reads: "The old 'law enforcement and nuisance management' perspective needs to give way to a new, more balanced attitude. The Department should still act as a law enforcement agency, but it should also view itself as an animal rescue insitution, as a provider and coordinator of animal-related services, as an intervening agency that solves and prevents problems, as a leader in the effort to understand and enhance the human/animal relationship."

Commissioner Barrett indicated that we are trying to determine where we want to take the Department in the future and to clarify the Department's role for the future before designing a computer system. It was recommended that the Department talk to other agencies to determine what kind of data they collect and their needs before we redesign an information system.

The General Manager gave an update on MICLA funding for computers for the Department.

Lois Newman spoke regarding the Department's mission statement; Department training; suggested opening one Valley shelter and closing the East and West Valley Shelters by the year 2001; and suggested asking Council for more money for spaying and neutering.

Phyllis Daugherty stated that law enforcement must be stronger and citizens should be charged for abuse cases. She stated we need laws to correct this situation.

There was further discussion regarding the Breeders Ordinance, animal cruelty laws, and contacting State Senator Herschal Rosenthal.

Consideration of Increase in Spay and Neuter Deposit

Linda Gordon, Sr. Management Analyst, discussed the memorandum dated October 2, 1996 to the Board regarding "Increase the Spay and Neuter Deposit from the Flat Fee of $28 to the State allowable maximum of $30 for cats and $40 for dogs."

Lois Newman, Cat and Dog Rescue, discussed her opposition to the increase of spay and neuter deposits for dogs.

Phyllis Daugherty discussed her support of increasing spay and neuter deposits for dogs and cats.

The following Motion was made by Commissioner Barrett and seconded by Commissioner Hunter: "That the Board approve the increase of the spay and neuter deposit for cats and dogs and instruct staff to forward it to the Mayor and Council." (Unanimous approval; Commissioner Avila was absent.)

There was discussion regarding the concern that a raise in the spay and neuter deposits for dogs and cats would depress adoption of animals. The General Manager indicated that he did not think there would be a change. Commissioner Robins stated that when there was an increase in 1990, there was no appreciable change in adoptions. Commissioner Barrett recommended in the Department's report to the Mayor and Council that the Department give information regarding the effect of changes in 1984 and 1990 and compare the costs of other agencies compared with the City of Los Angeles. Commissioner Hunter recommended placing a section in the report entitled "Benefits to the City." Commissioner Afriat stated it should also be clear in the report that a certain amount of these fees are going for spaying and neutering for control of over pet population.

PUBLIC COMMENTS

Lois Newman, Cat and Dog Rescue, discussed vaccination clinics and where they are located. She suggested these clinics be held in the Harbor, East Los Angeles, and central areas of South Los Angeles.

GENERAL MANAGER'S REPORT

Jack Nylund, Sr. Systems Specialist II, discussed the Department's Proposed Call Management System and the three companies which were interviewed. The Department wants to provide better service to citizens of Los Angeles, and reduce the number of calls answered by Department personnel. Mr. Nylund discussed the features of GTE, Pack Bell, and the in-house system provided by the Information and Technology Agency. After further discussion, it was decided that Commissioner Hunter would work with the General Manager and Jack Nylund regarding which system would serve the Department best.

Peter Persic, Public Relations Director, gave a status report on public relations items. Items discussed were: Pets of the Week segments on KTLA, KABC and KCBS; another T.V. Channel 35, Cable View will also feature shelter animals on a monthly basis; the General Manager Bi-weekly column in L.A. Independent newspapers continues; a Press release went out on Prop K as endorsed by Commission; and fliers were released regarding Halloween Pet Safety.

The General Manager discussed the following: Training of Shelter Supervisors and Sr. Clerk Typists to be taught in-house at North Central Training Facility on October and the Board was invited to attend; a $15 fee proposal to recover costs for microchipping animals that are sold was sent to the Mayor; the Commission was asked to help on this when it comes before Council; selling by Department of cat carriers not allowed because of Charter rules; Department Manual of Procedures being reviewed by staff; and Marshall Vernon, Manual Coordinator, will have the final draft to the General Manager in December. Assignments have been made for the Budget. The General Manager will make a budget presentation to the Mayor on December 4, 1996.

The License Collection Proposal contract was discussed by the General Manager and Board. Other items discussed were: letter to Planning regarding the increase in the number of dogs per household; and update on South Los Angeles facilities and the East Valley construction project.

Commissioner Afriat appointed himself to work with Department staff on the budget process and priorities, and appointed Commissioner Avila as a second member of the Budget Committee.

Commissioner Hunter asked for an updated organization chart with names and titles.

COMMENTS BY BOARD MEMBERS ON ITEMS NOT ON AGENDA

Commissioner Hunter asked that Elyse Mayberry, Cats at the Studio, be part of the task force he is on regarding the Department's Call Management System. He also asked that the Commission meeting time be changed from 9:30 a.m. to 8:30 a.m., and that evening Commission meetings be held on a quarterly basis. It was requested that this subject be placed on the next Commission agenda.

The meeting adjourned at 11:18 a.m.

December 2, 1996
ATTEST

Steven Hirsch
PRESIDENT

Giselle Hauser
COMMISSION SECRETARY

a:10-7-96cm

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, September 30, 1996

9:30 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Monday, September 30, 1996, at 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Afriat and Commissioners Avila, Barrett, Hunter and Robins;

APPROVAL OF MINUTES: The Minutes of July 1, 1996 were unanimously approved as revised. (Commissioner Robins was not present at time of vote.) The Minutes of September 9, 1996 were unanimously approved (Commissioner Robins was not present at time of vote).

STATUS REPORT ON PUBLIC RELATIONS ITEMS

Peter Persic, Public Relations Director, gave a status report on public relations items.

Commissioner Robins arrived at 9:35 a.m.

UNFINISHED BUSINESS

Possible Reconsideration of Cherie and Christina Arnall
Case No. 96046WV
Christina Arnall spoke before the Board and asked for reconsideration of Case No. 96046WV, and requested modification to the General Manager Directive regarding her three dogs. Commissioner Avila made a Motion to move for reconsideration of Case No. 96046WV to be reheard on October 21, 1996 at 9:00 a.m. Commissioner Barrett seconded the Motion. (3 ayes; 2 nos, Commissioner Hunter and Robins.)

Consideration of Status Report on Volunteer Program
Becky Day-Swain gave an update on the progress of the Volunteer Program Handbook and Manual. She stated that Councilmember Chick sent out a letter about volunteering for the Department and has been included to receive materials for the Volunteer Program. Ms. Day discussed statistics, trainers and upcoming events concerning the program. She gave a special thank you to everyone involved with the success of the program. The Department and Commission congratulated Becky Day-Swain on a job well done.

Consideration of Pet Vaccination Contract

Linda Gordon, Sr. Management Analyst, discussed a memorandum dated September 25, 1996 to the Board regarding "Request for Contract Approval" with Zootechnics, Inc., dba Pet Vaccine Services for low-cost pet vaccination.

Commissioner Barrett made a Motion, which was seconded by Commissioner Hunter, as follows: "That the Board approve the contract for low-cost pet vaccination with Zootechnics, Inc., dba Pet Vaccine Services." (Unanimous approval.)

Consideration of License Contract

Miguel Munoz, Management Analyst, discussed a memorandum dated September 26, 1996 regarding "License Fee Collection Program." After discussion by the Board and staff, Commissioner Barrett made the following Motion which was seconded by Commissioner Robins: "That the Board approve General Manager recommendations with the following modifications: eliminate Mid-San Gabriel Consortium from the process for animal license fee collection services and go with Civil Collections, Inc., or City-wide. Approve staff recommendation for staff assignments to include all six shelters for Civic Collections, Inc., and ask Civic Collection, Inc. to hire 21 collectors sooner that the 18th week of the start of this contract."

Teresa Sanchez, Local 347, spoke before the Board regarding bringing the license collection in-house and having direct employee participation. She suggested a subcommittee with management, union and employee representatives to meet on this subject.

Commissioner Avila made a Motion, which was seconded by Commissioner Afriat, to amend the previous Motion as follows: "That there be specific language with respect to the Code of Ethics in the Licensing Collection Contract." The contract was approved as amended. (Unanimous approval.)

Commissioner Barrett made the following Motion, which was seconded by Commissioner Robins as follows: "That the Department create a subcommittee of employees, labor, management, the animal humane community, a Commissioner, and the Chair of Public Safety Committee to work on the licensing proposal." (Unanimous approval.)

Consideration of Humane Organization Application for Distribution of Spay and Neuter Program

Brenda VanDenBosch, Accounting Division, gave an update on the current applications for the 1996-97 Voucher Program. The following Motion was made by Commissioner Barrett and seconded by Commissioner Robins:

"That the Department issue vouchers to those organizations who have returned all previous books and submitted their statement of humane services." (Unanimous approval.)

Consideration of Special Halloween Pet Care

Peter Persic, Public Relations Director, discussed the various avenues that information will be disseminated to pet owners to increase their awareness of how to responsibly care for their pets during the Halloween holiday, and the special precautions they need to take.

There was discussion regarding the Department's policy for adoption of black and/or black and orange cats during the Halloween holiday.

Jamie Pinn, Pet Assistance, stated that there should be a moratorium on solid black cats during the Halloween holiday, and suggested leaving the black and orange, calico, etc. to Department personnel's discretion.

Elyse Mayberry, Cats at the Studio, recommended not showing black cats for two weeks prior to Halloween, and to release black cats one week after Halloween.

Commissioner Barrett made the following Motion which was seconded by Commissioner Hunter: "That a moratorium be placed on the sale of black cats one week before Halloween until after November 1, and to use the Red Alert Program to put animals on hold for citizens that are interested in them." (Unanimous approval; Commissioner Avila was absent.)

Commissioner Afriat asked the Department for a report from the shelters on the number of people who came into the shelters to adopt black cats during the Halloween holiday.

Consideration of Design Program for Department Logos

This item was continued to the next Commission meeting.

Consideration of Support for City Proposition "K" regarding Citywide Parks, Recreation & Community Facilities Assessment Referendum Ordinance

Commissioner Afriat stated that he had worked with Councilman Hernandez on the final draft of this ballot measure before it was placed on the ballot in order that a mechanism would be in place to include the Department of Animal Regulation to apply for funding under Proposition "K". Although this is a Parks and Recreation measure, it also includes community facilities and allows for community organizations within the City, or out of the City, to apply for matching funds for programs for youth.

The following Motion was made by Commissioner Barrett and seconded by Commissioner Robins: That the Board go on record as supporting the City on Proposition "K". (Unanimous approval; Commissioner Avila was absent.)

PUBLIC COMMENTS

Phyllis Daugherty discussed a meeting she attended in Orange County regarding spaying and neutering of animals. She stated that all that attended this meeting were concerned about the fact that Orange County does not have early spaying and neutering of their animals. She also discussed the City of Glendale and their concern about dog packs, and early spaying and neutering of animals. There is a lot of concern in all areas about rabies and animal attacks.

Elyse Mayberry, Cats at the Studio, discussed cat trapping and proper identification of people trapping neighbor's cats. She also discussed a program she put together called Neighborhood Backyard Breeders Squad (NABBS).

Joyce Piper inquired about a task force regarding cats and dogs roaming, which Commissioner Afriat chaired. She asked if Commissioner Hunter would volunteer to chair this task force.

GENERAL MANAGER'S REPORT

The General Manager discussed the following items: Future recognition by the Department and City Council of three City employees (Rich Smith, Dwight Miller, and Andrew Wallace) for their bravery during an attack by dogs to a young boy and his grandmother. Mr. Olsen then discussed the License Canvassing Contract; Pet Vaccine Clinic Contract; Site construction for the South Los Angeles Animal Care and Control Center facilities; Completion of Harbor Animal Care and Control Center improvements; Harbor Center open house on September 14; Animal abuse case investigation at East Valley Center regarding theft of two rabbits from a local school; and the increase in staff at South Los Angeles Center improves response calls by 50 percent. The General Manager also discussed memorandum dated September 25, 1996 to the Council regarding "Special Enforcement Unit Patrolling for Loose Packs of Dogs."

The General Manager gave an update on Council File 96-1268 concerning a Motion by Councilmembers Galanter and Goldberg for the Department to work with the Los Angeles Police and Fire Departments to establish a dispatch response system prioritizing emergency requests, and to develop training programs for all three agencies. The General Manager will work with Bayan Lewis, LAPD, regarding this.

The General Manager advised that he was at the California Animal Control Directors Association on September 27. While there, he distributed the flyer on Child Abuse Training sponsored by the LAPD and invited other agencies and jurisdictions to attend.

In an effort to become more responsive to Council members and their staff, the General Manager has designated shelter supervisors to act as liaisons. Wayne Garcia has been designated to act as Administrative Office liaison to the Mayor and Council Offices. Valintin Dinu, City Attorney's Office, has been contacted regarding the Department being allowed to sell collars and leashes; unfortunately, under present Charter provisions we cannot distribute these items at a profit. The General Manager indicated that in order to further open communication between staff and himself, he will be available on Thursdays between 10:00 a.m. and 11:00 a.m.

COMMENTS BY BOARD MEMBERS ON ITEMS NOT ON AGENDA

Commissioner Robins asked that when large meetings are held in other jurisdictions, it would be helpful to advise the Department about it. She also asked that when public testimony is given regarding dangerous animal situations that absolute documentation be presented.

The meeting recessed for Executive Session at 11:30 a.m.

The meeting reconvened at 12:07 p.m.

The Commission discussed personnel matters and no action was taken.

The meeting adjourned at 12:10 p.m.

November 4, 1996

ATTEST

Glen Smith

PRESIDENT

Giselle Hauge V

COMMISSION SECRETARY

c:9-30-96cm

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, September 9, 1996

9:30 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Monday, September 9, 1996, at 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Afriat and Commissioners Avila, Barrett, Hunter and Robins.

APPROVAL OF MINUTES: The Minutes of August 5, 1996 were unanimously approved.

On behalf of the Commission, President Afriat welcomed Kim L. Hunter, the Board's new Commissioner. He also welcomed back Commissioner Mimi Robins.

STATUS REPORT ON PUBLIC RELATIONS ITEMS

Peter Persic, Public Relations Director, gave a status report on public relations items.

UNFINISHED BUSINESS

Consideration of Red Alert Program

Gretchen Wyler discussed and distributed to the Board the form to be used for the "Los Angeles Department of Animal Regulation First Rights Red Alert Program. She stressed the importance of Department staff knowing about the Red Alert Program and procedure.

Lois Newman, Cat and Dog Rescue, commented on the Red Alert Program.

Commissioner Robins made the following Motion which was seconded by Commissioner Barrett: "That the Board approve the Department of Animal Regulation 'First Rights' Red Alert Program form." (Unanimous approval.)

On behalf of the Board, Commissioner Afriat thanked Gretchen Wyler for her work on the Red Alert Program and directed the Department to implement the Red Alert Program and train Department employees as quickly and efficiently as possible.

Consideration of 1996-97 Voucher Program

Linda Gordon, Sr. Management Analyst, discussed a report dated August 23, 1996 regarding the Spay and Neuter Voucher Program for 1996-97.

Lois Newman spoke regarding the Voucher Program.

Jamie Pinn, Pet Assistance, discussed some of her concerns and recommendations regarding the voucher program.

Elyse Mayberry, Cat Crossing, discussed the procedure she uses to distribute vouchers.

Joan Luchs discussed her recommendations regarding the voucher program.

The Board recessed at 10:18 a.m.

The Board reconvened at 10:32 a.m.

The Board and staff discussed Department recommendations regarding the Voucher Program as mentioned in the memorandum to the Commission dated August 23, 1996.

The following Motion was made by Commissioner Barrett and seconded by Commissioner Robins: "That the Board approve the staff recommendations." Commissioner Avila amended the Motion (seconded by Commissioner Robins) as follows: "That the Board approve the staff recommendations and that staff report on the status of utilization/distribution following the first quarter of the program." (Unanimous approval.)

Consideration of Feral Cat Conference

Joyce Piper, Fund for Animals, discussed a three-day Feral Cat Workshop she attended sponsored by the American Humane Association.

Consideration of Pet Population Task Force

Commissioner Barrett advised the Board that the Task Force reviewed the laws and regulations of the City of Los Angeles and looked at ordinances from around the country that are aimed at reducing pet population. Language was a big question. She stated that the way to approach pet overpopulation is to look at licensing, and go after the unaltered animal. The Task Force is going under the assumption that every animal in the City of Los Angeles should be spayed and neutered, or one will have to obtai a permit. At this time, the Task Force is going to accumulate a much data as possible on humane and public safety issues related around spaying and neutering. A small group has volunteered to develop a topic piece. The Task Force will come back to the

Board in a couple of months on this issue. This group has not decided on fees for permits. The Task Force is leaning towards Camden, New Jersey's model. Camden enforces their law through licensing.

Lois Newman, Dog and Cat Rescue, suggested that Dream Works be contacted to assist with raising money.

Phyllis Daugherty discussed animal ownership responsibility and the importance of altering animals.

Joan Luchs recommended the fee for unaltered animals be raised to possibly $200.

Consideration of a Plan to Provide for Increasing the Number of Dogs that can be maintained at a Residence

Commissioner Afriat stated that on behalf of the Task Force, he has been negotiating with City Planning Department on increasing the number of dogs a pet owner can have. He stated that the Planning Department has agreed to look at an ordinance to increase the number of dogs that pet owners can have, without agreeing on a figure. The Planning Department requested that the Commission formally approve a request that the Planning Department study an ordinance and make a recommendation.

Commissioner Robins made the following Motion which was seconded by Commissioner Barrett as follows: "Authorize the General Manager to send a letter to the General Manager of the Planning Department requesting that the Planning Department do a study and make a recommendation to the Department regarding increasing the number of dogs allowed in individual homes." (Unanimous approval.)

Lois Newman recommended the Department ask for a higher number of legal animals based on square footage in a particular residence.

Phyllis Daugherty spoke on behalf of herself and Beverly Berger regarding their concern about the "pack" mentality of dogs when increasing the number of dogs per household, and the possible increase of danger to children or anyone coming into that household.

Joan Luchs asked that the Task Force meet on this subject.

Susan Ball recommended any increase of dogs should include altering of those dogs.

PUBLIC COMMENTS

Lois Newman asked that the one-minute limit on each agenda item be increased to two minutes. She also discussed A four-day conference offered by North Shore Animal League which will be offered to the public in January or February 1997 regarding shelter operations, marketing, publicity and advertising. She asked that Animal Control Officers be sent to these conferences. Ms. Newman also discussed the RFP contracts for Pet Vaccine, Spay and Neuter Clinics and Microchip.

Sheree Arnall asked that her Dangerous Animal Case be reheard because she missed her meeting.

Arlene Cohen discussed an incident she witnessed regarding people selling puppies, and the fact that someone spent $400 to save one of the dogs. She asked what can be done to alleviate this problem.

Judy Cairns expressed gratitude to the Department, Commissioner Robins, Commissioner Stein and others regarding the Harbor Animal Care and Control Center refurbishment.

Phyllis Daugherty discussed life threatening situations that occur in the field, and asked that we not forget about our Animal Control Officers and provide our Animal Control Officers a direct line to the Police Department.

Diane Waters, Wildbird Rescue, thanked the Department and Animal Control Officers for their assistance and courtesy in helping her rescue birds. She stated that she had the pleasure of working with the new Animal Control Officers during training, and thanked the Department for having consistent rules and regulations.

Elaine Liversey-Fassel asked if there are position papers available on animal rules and regulations and a booklet on general information.

Joan Luchs inquired about amendments to the July 1, 1996 Minutes to include comments in two areas. She suggested that a representative from each Council Office and a humane organization representative meet to discuss the proper use and procedures regarding spay and neuter vouchers.

Commissioner Afriat welcomed Pauline Mendoza from Councilman Hernandez's Office, and thanked her for their support.

GENERAL MANAGER'S REPORT

The General Manager advised the Board that the security for the temporary South Los Angeles facility will not be handled the same as that for other facilities because funding for the permanent South Los Angeles facility has been reduced to $4.1 million. Of

Joan Luchs thanked the Commission for rules and consistency. She inquired about amendments to the July 1, 1996 Minutes to include comments in two areas. She suggested that a representative from each Council Office and a humane organization representative meet to discuss the proper use and procedures regarding spay and neuter vouchers.

Commissioner Afriat welcomed Pauline Mendoza from Councilman Hernandez's Office, and thanked her for their support.

GENERAL MANAGER'S REPORT

The General Manager discussed the temporary South Los Angeles facility's security. He stated the Department has addressed security issues at all of the shelters. Unfortunately, the temporary South Los Angeles facility will not be dealt with the same as other permanent facilities. That is because any money that is put into the temporary South Los Angeles facility takes away from the permanent South Los Angeles facility. We are back down to $4.2 million for the permanent South Los Angeles, of which $700,000 is allocated for the temporary South Los Angeles facility. We have asked for double fencing where we handle animals. The new permanent facility will be one floor, rather than three floors as originally planned, with parking on the second floor, along with the spay and neuter clinic.

The General Manager advised the Board that the recommendations on the four Request for Proposals for will be before the Board at the next meeting.

Mr. Olsen recommended for security purposes, he believes there should be two officers per vehicle, especially on the graveyard and swing shifts. This will be discussed during the budget process. Pictures showing the Airlift halter for equines were shown to the Board.

There was further discussion regarding the Spay and Neuter Clinics at North Central and East Valley shelters, and what action needs to be taken to bring those clinics up to speed.

COMMENTS BY BOARD MEMBERS ON ITEMS NOT ON AGENDA

Commissioner Afriat asked that the July 1, 1996 Minutes be on the next agenda for amendment. The Commission meeting of September 23, 1996 was rescheduled to September 30, 1996 because of Yom Kippor. The Board will also meet on October 7, 1996.

The Board recessed to go into Executive Session at 11:55 a.m.

The Board reconvened at 12:23 p.m.

should be given information about this "dog pack" mentality when they increase the number of animals to their home.

Joan Luchs asked that the Task Force meet on this subject.

Susan Ball recommended any increase of dogs should include altering of those dogs.

PUBLIC COMMENTS

Lois Newman asked that the one-minute limit on each agenda item be increased to two minutes. She also discussed A four-day conference offered by North Shore Animal League will be offered to the public in January or February 1997 regarding shelter operations, marketing, publicity and advertising. This will be offered for $50 for the four-day period, or $12.50 per day. She asked that Animal Control Officers be sent to these conferences. she also discussed the RFP contracts for Pet Vaccine, Spay and Neuter Clinics and Microchip.

Sheree Arnall asked that her Dangerous Animal Case be reheard because she missed her meeting.

Arlene Cohen discussed an incident she witnessed regarding people selling puppies, and the fact someone spent $400 to save one of the dogs. She asked what can be done to alleviate this problem.

Judy Cairns expressed gratitude to the Department, Commissioner Robins, Commissioner Stein and others regarding the Harbor Animal Care and Control Center refurbishment. Ms. Cairns also asked the Commission to look in to a complaint she gave to the Department.

Phyllis Daugherty discussed life threatening situations that occur in the field, and asked that we not forget about our Animal Control Officers and provide our Animal Control Officers a direct line to the Police Department.

Diane Waters, Wildbird Rescue, thanked the Department and Animal Control Officers for their assistance and courtesy. She stated that she had the pleasure of working with the new Animal Control Officers during training. She thanked the Department for having consistent rules and regulations, and stated that the Department always calls her when a special bird comes in and have always taken good care of all the two-legged creatures that come in to the shelters.

Elaine Liversey-Fassel asked if there are position papers available on animal rules and regulations. Is there a booklet on general information. She also discussed her meeting with Sgt. Schruder regarding selling of live animals in districts.

The Board discussed and approved management goals for the General Manager.

The Board adjourned at 12:25 p.m.

October 7, 1996

ATTEST

PRESIDENT

Giselle Hauptt

COMMISSION SECRETARY

c:9-9-96cm

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, August 5, 1996

9:30 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Monday, August 5, 1996, at 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Afriat and Commissioners Avila, Cook, and Robins.

Members Absent: Commissioner Barrett.

APPROVAL OF MINUTES: The Minutes of July 1, 1996 were unanimously approved as corrected. (Commissioner Avila was not present at time of vote.) The Minutes of July 15, 1996 were unanimously approved as corrected. (Commissioner Avila was not present at time of vote.)

Because there was no quorum on July 15, 1996 to officially adjourn the meeting, Commissioner Robins made the following Motion which was seconded by Commissioner Cook: "That the meeting of July 15, 1996 be adjourned." (Unanimous approval; Commissioner Avila was not present at time of vote

STATUS REPORT ON PUBLIC RELATIONS ITEMS

Peter Persic, Public Relations Director, gave a status report on news items.

Commissioner Avila arrived at 9:40 a.m.

UNFINISHED BUSINESS

Consideration of Spay/Neuter Clinic Contract
Linda Gordon, Sr. Management Analyst, discussed a report to the Board dated July 20, 1996 regarding "Recommendation for Award of Contract for Dog and Cat Spay and Neuter Services." Proposals submitted were by Community Pet Care, CPC, Zootechnics dba Pet Vaccine Services, PVS, and Animal Foundation International, AFI.

The Department recommended to the Commission that the Board instruct the General Manager to negotiate a contract within the next 30 days for low-cost surgical sterilization of dogs and cats with Animal Foundation International; and that the Board instruct the General Manager to transmit the proposed contract within 45 days to the Mayor and City Council for approval.

Mr. Richard Herro, Chairman of the Board of Animal Foundation International, thanked the Commission and staff and City for the opportunity to answer the RFP. He stated that the contract will help the City of Los Angeles solve their problems and is consistent with their mission of eliminating euthanasia of adoptable animals. He gave a history and background on Animal Foundation International.

Lois Newman asked what shelters AFI will be physically located.

Phyllis Daugherty mentioned that nobody does it better than Animal Foundation International--they are the best.

Joyce Pieper, Fund for Animals, stated she is thrilled and we are very fortunate to have Animal Foundation International.

Commissioner Robins made the following Motion which was seconded by Commissioner Avila: "That the Board of Animal Regulation Commissioners approve and authorize staff to negotiate a contract with American Foundation International for spay and neuter services contract." (Unanimous approval; Commissioner Barrett was absent.)

Commissioner Afriat requested that this item become a part of the General Manager's Report at every Commission meeting.

Consideration of Volunteer Program - Current Status and Long-

Becky Day Swain, Director of Volunteer Programs, gave an update on her draft proposal. She stated she has begun to develop the committees for humane education, fund development and the volunteer program. She recommended that someone on the Commission be chair of the Fund Development Committee. She anticipates that on September 1, 1996 the framework of the volunteer program will be in place.

Lois Newman stated that the volunteer program is taking too long.

Commissioner Cook agreed with Lois Newman. He stated that areas that need to be concentrated on are spay and neuter, adoption, and the breeder's ordinance. He stated that we need to increase the Mobile Pet Adoptions from two a month to four or more a month.

The General Manager stated that the Department would like to expand the Mobile Pet Adoption Program and Reserve Animal Control Officer Program.

Commissioner Robins commended the Director of Volunteer Programs on the progress she has made to date and stated that the Department is going about this process in the correct manner which will ultimately save more animals' lives. Commissioner Afriat stated that he is also committed to increasing the Mobile Pet Adoption Program as quickly as possible.

Consideration of Red Alert Program

Gretchen Wyler stated that she and Dr. Mangiamele met with Becky Day Swain, Shelter Supervisors, and others regarding the Red Alert Program. The draft form for the Department of Animal Regulation "First Rights" Red Alert Program was discussed with the Board and staff. It was recommended that the form be reviewed by the City Attorney's Office once the final draft is done.

Phyllis Daugherty stated that she feels the $10 deposit is important. She also discussed how important it is for the public to know that sometimes a red alert sticker does not mean that particular animal is taken and there is the possibility the first rights person may not show.

Joan Luchs stated that she supports the $10 deposit fee and feels that the fee should be refundable if an animal is not well, or adoptable, or is claimed by the owner.

Ellie Laks discussed the fact that if she goes into the shelter and sees a red alert tag on a dog, she passes it by.

Lois Newman suggested the $10 deposit go into a red alert fund and after 30 days, the money can be placed in another fund where the money can be released.

Commissioner Robins made the following Motion which was seconded by Commissioner Avila: "That the Board adopt the 8:00 a.m. to 9:00 a.m. time concept on the draft form for First Rights Red Alert Program." (Unanimous approval; Commissioner Barrett was absent.)

The final draft form will come back to the Board at a later date.

Consideration of Veterinarian's Report on Parvo Testing

Dr. Dena Mangiamele stated that the five page protocol has been finalized. Peter Persic is assisting her in the development of signage for the kennels and cages to alert staff about potentially infectious diseases and sanitation procedures. The Parvo Test Kits provided by Western Medical have been delivered to all shelters, however, they are not the test kits that were

requested. Alternate pharmaceutical representatives are being contacted for the Parvo Snap Test.

Consideration of Early Spay and Neuter Program

Dr. Dena Mangiamele stated that the current signage at the shelters reads that adopted animals four months of age or older will be spayed/neutered prior to leaving the shelter. Due to the fact that some of the private veterinarians that contract with the shelters for pre-release spay/neuter services practice early spay/neuter (starting at eight weeks of age), the signage should read, "Adopted Animals Will be Spayed/Neutered as Early as 8 Weeks of Age, prior to release from the Shelter." The Spay/Neuter RFP submitted by Animal Foundation International, and approved by the Board, has agreed to perform early age spay/neuter. This should alleviate the current problem of some contract veterinary hospitals conducting early age surgery, while others do not.

Lois Newman asked if the early spay and neuter program for animals is now complete.

Phyllis Daugherty discussed how many years she has been involved of spaying and neutering thousands of animals. She is thrilled about this new program.

Mr. Hal Garver spoke against early spay and neuter of animals. He stated for every single expert who says early spaying and neutering will not harm an animal, he can find experts with the same credentials that say early spay and neuter will hurt animals.

Consideration of Loose Dog Plan

Linda Gordon, Sr. Management Analyst, discussed the report to the Board dated June 26, 1996 regarding "Response to Budget and Finance Committee - Formation of Special Enforcement Unit." She stated that this was discussed as part of the 1996-97 budget deliberations before City Council. The report discussed the 1996-97 authorized staffing level as follows: 3 Animal Control Officers I, 4 Animal Control Officers II, 1 Sr. Animal Control Officer I, and 1 Veterinary Assistant. She stated that five of the new Animal Control Officers will be assigned to the Special Enforcement Unit to address the loose dog problem City-wide. She stated that staffing at the level of 51 Animal Control Officers, with 5 assigned to a Special Enforcement Unit, will continue to provide almost solely for response to emergency requests for service, i.e., injured, sick, dangerous animals, and humane investigations. It was recommended that in the Department's report to Council, that the density and population be included.

Lois Newman spoke regarding education being the solution to the problem of loose dogs, and that Animal Control Officers should go door-to-door and educate the public.

Phyllis Daugherty stated that she is very active in saving animals in South Los Angeles. She stated that we can educate and educate and educate, but until we start hitting their pocketbooks, and give off-leash violation fees and give citations for keeping their dogs out of their yards, we will not end this problem. They do not want to spay or neuter their animals, because it affects the animal's fertility and they make money off these animals, and it does not cost them to breed them and let them roam in the street. She said until it starts costing them, we won't get answers.

Commissioner Robins made the following Motion which was seconded by Commissioner Avila: "That the Department go forward with the program as amended." (Unanimous approval; Commissioner Barrett was absent.)

The meeting recessed at 11:04 a.m.
The meeting reconvened at 11:09 a.m.

<u>Consideration of 1996-97 Voucher Program</u>
Linda Gordon, Sr. Management Analyst, discussed a report to the Board dated July 20, 1996 regarding the Spay and Neuter Voucher Program for 1996-97.

Lois Newman discussed the Voucher Program Report to the Board and stated she was offended by one of the humane organization qualifications to distribute vouchers. She also stated that citizens need to be sent to the lowest cost group veterinarian.

Phyllis Daugherty stated she has had a lot of experience with vouchers and recommended vouchers not be mailed out. She also stated that more vouchers need to be used for dogs. She understands that there were vouchers held back. At the end of the year these vouchers were used for cats, and vouchers were denied for use on dogs.

Joyce Pieper agreed with Lois Newman that the public will not return unused vouchers. She discussed Council distribution of vouchers be mailed to persons with unaltered animals.

Commissioner Afriat asked that in the recommendation section of the Department's report on Page 2 under "Demonstration of cooperative and supportive relationship with the Department of Animal Regulation" that the word "supportive" be removed.

Commissioner Cook stated that he feels the recommendation regarding the humane organizations qualifications to distribute vouchers should not be in the report and should be removed.

Commissioner Robins stated that she does not see a problem with the recommendation regarding qualifications for the humane organizations to distribute vouchers. She agreed that the word supportive on page 2 of the report should be removed.

Linda Gordon discussed unused vouchers that are not being returned to the Department. Voucher books are required to be returned to the Department for auditing purposes.

Mrs. Gordon discussed Attachment VI, Item No. 4 of the report regarding vouchers issued to pet owners prior to surgery being performed. She stated that the Department has had a problem in the past with veterinarians or their staff abusing the voucher program.

Anita Cohen, SCVMA, stated that she would meet with SCVMA members and give them the report and obtain their comments and input as to what would be the best way to document this.

Joan Luchs recommended that unused vouchers be returned within 30 days. The vouchers then can be recycled. When the voucher book is complete, then a new book can be issued.

It was requested that Anita Cohen, SCVMA, give documentation on what surgical records veterinarians supply and what would be easiest for them to submit to the Department.

This item was continued until the next Commission meeting.

PUBLIC COMMENT

Phyllis Daugherty stated that the animal cruelty law should be stiffer. She discussed two Pit Bull puppies in a vacant car lot that were tied in the sun on twine. The puppies were covered with oil and gasoline.

Joan Luchs discussed the expected public protocol when speaking before the Commission. She stated that this is a two-way street and protocol and behavior toward the public should be expected of the Commission. Further, she believes that it is inappropriate for the Commission to act differently than they expect the public to act. She believes that the real issue is the frustration the Commission has with some of the abuses that happen in the Department that are caused partially by cutbacks and leadership concerns. The direction of the frustrations of the Commission should be properly directed where it belongs.

GENERAL MANAGER'S REPORT

Dr. Dena Mangiamele discussed a situation that happened at East Valley shelter. Two dogs were impounded because the owner had died. Tom Hudson and Janet Walkenhorst were concerned the animals would get separated when adopted. Jamie Pinn was contacted to help find a home where these two dogs could be placed together. Jamie Pinn did find a home for these two dogs in Orange County.

The meeting adjourned at 11:55 a.m.

ATTEST

September 30, 1996
PRESIDENT

Giselle Hauptt
COMMISSION SECRETARY

c:8-5-96cm

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, July 15, 1996

9:30 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Monday, July 15, 1996, at 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Afriat and Commissioners Barrett, Cook, and Robins.

Members Absent: Commissioner Avila.

STATUS REPORT ON NEWS ITEMS
Peter Persic, Public Relations Director, gave a status report on news items.

APPROVAL OF MINUTES: None.

UNFINISHED BUSINESS

Consideration of Volunteer Program -
Current Status & Long-Term Plan
Becky Day Swain, Director of Volunteer Programs, discussed her draft report dated July 15, 1996 regarding "A Comprehensive Volunteer Program Proposal" and asked for the Board's feedback by July 25, 1996. There was further discussion by the Board regarding expanding the Mobile Pet Adoption Program, and completing the Policy Manual on the Volunteer Program.

Kathy Helmkamp. volunteer, spoke before the Board regarding the Volunteer Program and the Mobile Pet Adoption Program.

Lois Newman spoke regarding the Volunteer Program.

Phyllis Daugherty spoke regarding her volunteer efforts and finding homes for 27 dogs over the last two weeks from the South Los Angeles Shelter.

Consideration of Dog Fights
Bill Westerman, Detective, Administrative Vice, Los Angeles Police Department, spoke before the Board regarding investigations related to dog fighting. A report entitled "Dog Fighting Investigations Los Angeles City" was submitted to the Board.

Phyllis Daugherty spoke regarding the Pit Bull issue and why a State-wide Breeding Ordinance is so important.

Commissioner Afriat asked that the Department formulate a plan on the dog fighting issue and bring it back to the Board. This item is to be placed on the August 19, 1996 Commission Agenda.

Consideration of Department's Vision Plan

Commissioner Barrett requested that the Board and public review her report dated July 1, 1996 regarding Long-Term Conceptual Plan for the Department. She stated that she will incorporate their recommendations into the report. Commissioner Barrett stated that the Vision Plan will be used as a tool in which to assist the Department in the budget process. There was further discussion by the Board on this item.

Commissioner Barrett left the Commission meeting at 10:26 a.m.

The Board recessed at 10:27 a.m.

The Board reconvened at 10:34 a.m.

Consideration of Task Force on Rescue Organizations and Zoning Proposals

Commissioner Afriat asked that Commissioner Cook chair the Task Force on Rescue Organizations and Zoning Proposals.

NEW BUSINESS

Consideration of Use of Animal Welfare Trust Fund Monies for Horse Abuse Investigator's School

The General Manager discussed memorandum dated July 12, 1996 to the Board regarding "Approval of the Transfer of $750.00 from Fund No. 6020 to Fund No. 1230; approval to expend up to $1000.00 from the Animal Welfare Trust Fund for the Purpose of sending one Animal Control Officer II to the National Horse Abuse Investigators School."

Commissioner Robins made the following Motion which was seconded by Commissioner Cook: "That the Board approve the transfer of $750.00 from Fund No. 6020 to Fund No. 2130; approval to expend up to $1000.00 from the Animal Welfare Trust Fund for the purpose of sending an Animal Control Officer II to the National Horse Abuse Investigators School." (Unanimous approval; Commissioner Avila was absent; and Commissioner Barrett was absent at time of vote.)

Lois Newman spoke regarding the Horse Abuse Investigators School.

Commissioner Robins stated that this would be her last attendance as Commissioner after more than 12 years and thanked everyone and said good bye.

The General Manager thanked Commissioner Robins for her dedication and outstanding contribution to the Department as a Commissioner. Her experience and devotion to our cause will be greatly missed.

Commissioner Robins left the meeting at 10:38 a.m.

As a quorum was no longer present, Commissioners Afriat and Cook agreed to meet as a Committee to receive reports from staff and the public.

PUBLIC COMMENT

Phyllis Daugherty discussed the Department's Vision Plan and said she thought it was wonderful.

Kathy Helmkamp discussed mandatory spaying and neutering, protecting the public, and the Department running spay and neuter clinics at the shelters.

Lois Newman discussed the Department's Vision Plan.

Elyse Mayberry discussed an article in the Daily News on July 4 advising that there are low-cost rabies vaccinations for dogs and cats.

GENERAL MANAGER'S REPORT

The General Manager gave an update on the shelter investigation at West Los Angeles regarding the hung dog incident.

COMMENTS BY BOARD MEMBERS ON ITEMS NO ON AGENDA

Commissioner Afriat discussed items for the next Agenda and indicated that the meetings in September will be held on the second and fourth Monday rather than the first and third Monday.

The Committee of the Commission adjourned at 10:55 a.m.

September 9, 1996

ATTEST

PRESIDENT

COMMISSION SECRETARY

c:7-15-96cm

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, July 1, 1996

9:00 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Monday, July 1, 1996, at 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Barrett and Commissioners Afriat, Avila (arrived at 9:15 a.m.), Cook and Robins.

APPROVAL OF MINUTES: The Minutes of May 20, 1996 were unanimously approved as amended. The Minutes of June 3, 1996 were reconsidered and unanimously approved as corrected. The Minutes of June 17, 1996 were unanimously approved.

STATUS REPORT ON PUBLIC RELATIONS ITEMS

Peter Persic, Director of Public Relations, gave a status report on public relations items.

Judy Cairns spoke regarding Department acknowledgement of the contributions that went into the saving of the Harbor Shelter in 1991.

UNFINISHED BUSINESS

Consideration of Staff Recommendation for Microchipping

The Board discussed a memo dated June 17, 1996 to the Board from the General Manager regarding "Evaluation of Microchip Proposal." Commissioner Afriat made a Motion which was seconded by Commissioner Avila as follows: "That the General Manager be instructed to negotiate a one-year contract with two one-year renewal options with InfoPET Identification Systems, Inc., the only responsive bidder, to provide the Department with a microchip identification system with the most favorable terms and conditions possible." (Unanimous approval.)

Lois Newman spoke regarding the recommendation for microchipping.

Teresa Sanchez, Union Representative, spoke regarding the meet and confer process to discuss the implications regarding the new microchip equipment to be used and how that would affect employees.

Commissioner Robins made the following Motion which was seconded by Commissioner Afriat: "That the General Manager be instructed to request the Mayor and City Council to adopt an ordinance initiating a $15.00 microchip implantation fee for animals adopted from the City Animal Care and Control Centers and for any legal animal at the request of animal owners and give the Board of Animal Regulation the authority to add other animals to the Ordinance." (Unanimous approval.)

Lois Newman inquired about the $15 microchip implantation fee.

Gail Homer discussed dead animal pickup and use of a scanner in order that an owner can be notified.

Wayne Culberth, InfoPET, discussed the $15 fee. He stated that the Commission can set the fees. Also he stated that in areas where InfoPET operates, there are 24-hour emergency clinics that have scanners.

Jack Edwards, AVID, discussed the universal reader and bid for microchips.

Commissioner Robins made the following Motion which was seconded by Commissioner Afriat: "That a microchip program be implemented under the guidelines described in the section titled IMPLEMENTATION OF THE MICROCHIP PROGRAM IN THE DEPARTMENT." (Unanimous approval.)

Consideration of Cat Identification

Linda Gordon, Sr. Management Analyst, discussed a memorandum dated April 18, 1996 to the Board from the General Manager regarding Cat Licensing. Mrs. Gordon discussed in detail an attachement entitled "Status of Cats in the City and the Department - Recapitulation."

Commissioner Afriat made the following Motion which was seconded by Commissioner Robins: "That the Board of Animal Regulation Commissioners request that the City Council take up the issue and approve an ordinance to support cat identification. As part of that ordinance, the Commission recommends that fees be inserted after an ordinance is approved, and that the City Council understand that it is the sense of the Commission to heavily weigh fees towards unaltered cats. In addition, this Motion includes a recommendation that the City Council consider long-term cat identification anywhere from three-years to life-time identification of cats. That the City Council also consider additional consideration for households that have older cats to be defined in hearings of the City Council; senior citizens and people on fixed incomes that have cats; and that they also consider a household as opposed to an individual cat fee; and differentiation between cats that are held indoors and cats that are held outdoors." (Unanimous approval.)

Commissioner Avila made the following amendment to Commissioner Afriat's Motion which was seconded by Commissioner Robins: "That multiple-year licensing be at the owner's option". (Unanimous approval.)

In regard to indoor and outdoor cat identification and the requirement of rabies vaccinations, the following amendment to the Commissioner Afriat's Motion was made by Commissioner Barrett and seconded by Commissioner Afriat: "That Council consider whether or not rabies shots be required of both indoor and outdoor cats." (Unanimous approval.)

In regard to identification of both indoor and outdoor cats, the following amendment to Commissioner Afriat's Motion was made by Commissioner Barrett and seconded by Commissioner Robins as follows: "That all indoor and outdoor cats have identification at eight weeks of age." (Unanimous approval.)

Commissioner Barrett made the following amendment to Commissioner Afriat's Motion which was seconded by Commissioner Robins: "That at a cat owner's option, the Department will offer an annual renewal fee, or a one-time lifetime fee for cats." (Unanimous approval.)

In regards to Household Licensing, the following amendment to Commissioner Afriat's Motion was made by Commissioner Barrett and seconded by Commissioner Robins: "That a blanket license fee for household altered cats be determined at a later date. If a household has one unaltered cat, then each cat in the household shall be charged a license fee. The same assistance standards for the dog licensing program will apply to the cat licensing program. Feral cats will be exempt from this licensing identification ordinance and will be dealt with at another time and another policy." (Unanimous approval.)

Lois Newman, Dog and Cat Rescue, discussed one-time lifetime fees and said the humane community really supports cat identification.

Joyce Pieper stated she is excited about this ordinance and to get on with it.

Phyllis Daugherty supported the household fee concept and asked that the license go to a person and not an address because people move. She is opposed to no fee for cats because dog owners pay fees.

<u>Consideration of Impound Fees</u>

Willie McDaniel, Shelter Supervisor, South Los Angeles Animal Care and Control, spoke regarding the number of owner's impounded animals at the shelter in relation to the increase in impound fees. He stated that the number of impounds has not decreased

since the implementation of the impound fees went into effect. There has been no problem with citizens paying the impound fees.

Lois Newman, Cat and Dog Rescue, suggested the consideration of impound fees for turned in animals be reviewed during the next few months.

Commissioner Afriat asked that statistics from each shelter be provided in November and that the Commission review the long-term impact of the impound fee.

The Board recessed at 10:40 a.m.

The Board reconvened at 10:58 a.m.

Consideration of Spay/Neuter Voucher Program for Quarter of 7/1/96 - 9/30/96

Linda Gordon, Sr. Management Analyst, gave an update on the status of availability of the Spay and Neuter Vouchers for the Quarter of July 1, 1996 to September 30, 1996. It is anticipated that the vouchers may be ready at the end of July, 1996.

Joan Luchs and Joyce Pieper spoke about the issue of payment to Dr. Chaim Mei-Tal.

Jamie Pinn, Pet Assistance, discussed a spay and neuter voucher program held in Councilwoman Rita Walters' Council District 9 on June 29, 1996. She stated that out of 162 contacts, 25 expressed an interest in the spay and neuter program. However, only sixteen dogs were brought in to be altered. She stressed how difficult and arduous the process can be to target certain areas.

Judy Cairns stated that she strongly supports the voucher program. She stated she is concerned about some of the animal groups that are using these vouchers illegally.

Consideration of License Canvassing Proposal

Miguel Munoz, Management Analyst, discussed a memorandum dated June 27, 1996 to the Board regarding "License Fee Collection Program."

The Board and staff discussed the Department's recommendation.

The Board made the following Motions regarding the Department's recommendations:

Commissioner Robins made the following Motion which was seconded by Commissioner Afriat to:

"Award contracts of one year each to Civic Collections Inc. and Mid-San Gabriel Valley Consortium for license collection assignments in order to provide each organization the opportunity to demonstrate its operational performance level. At the end of the first year, the Department will determine whether to continue with one service provider or two. This decision will be contingent upon fulfillment of the goals and objectives of the Department as well as the terms and conditions of the contract. If either Civic Collections Inc. or Mid-San Gabriel Valley Consortium disrupts the negotiation process, then they forfeit their opportunity to participate. The recommended assignments are as follows:

<u>CIVIC COLLECTIONS INC.</u>
NORTH CENTRAL
SOUTH CENTRAL
WEST LOS ANGELES

<u>MID-SAN GABRIEL VALLEY CONSORTIUM</u>
WEST VALLEY
EAST VALLEY
HARBOR"

(4 ayes; 1 noe, Commissioner Cook)

A Motion to Reconsider was made by Commissioner Avila and seconded by Commissioner Robins as follows:

"That a six-month contract each with Civic Collections Inc. and Mid-San Gabriel Valley Consortium for license collection assignments, be on a month-to-month basis."

(4 ayes, 1 noe, Commissioner Cook.)

The following people spoke regarding the above Motion:

Lois Newman, Cat and Dog Rescue
Terry Sanchez, Union Representative

Commissioner Robins made the following Motion which was seconded by Commissioner Afriat:

"That the Department present the Board of Commissioners of the Department of Animal Regulation with a fully developed license collection pilot program by October 1, 1996 that is ready for submission to the Mayor and City Council by November 1, 1996. Upon approval, the Department will comply with all Civil Service guidelines pertaining to the recruitment, hiring, and training of personnel, by requesting a formal classification of the license collection position."

(4 ayes, 1 noe; Commissioner Cook.)

Commissioner Afriat made the following Motion which was seconded by Commissioner Robins:

"That the Department request an additional Contractual Services appropriation of $365,000 in addition to the currently budgeted $235,000, unless the Council appropriates additional funds. This amount will enable the Department to meet its projected contractual obligation of $600,000 on a timely and equitable basis in the current fiscal year. Also staff is to be directed that the contract does not obligate the Department to go beyond any funding that the Department does not have appropriation for."

(4 ayes, 1 noe; Commissioner Cook.)

The meeting recessed at 12:30 p.m.

The meeting reconvened at 1:01 p.m.

NEW BUSINESS

Consideration of Loose Dog Plan
This item was continued.

Consideration of Department's Vision Plan
Commissioner Barrett discussed her report dated July 1, 1996 to the Board of Animal Regulation regarding "Long Term Conceptual Plan for the Department." As one of Commissioner Barrett's last official acts as President of the Board, she assigned herself as Chair of the Pet Population Task Force to work on the development of a Spay and Neuter Ordinance and to get it through City Hall. Commissioner Barrett stated she would come back in a few months to give a status report on the Pep Population Task Force.

Election of Officers for Fiscal Year 1996-97
Commissioner Robins made the following Motion which was seconded by Commissioner Avila as follows:

"That Commissioner Steve Afriat be nominated as President of the Board of Animal Regulation." (Unanimous approval.)

Commissioner Robins made the following Motion which was seconded by Commissioner Afriat:

"That Commissioner Al Avila be nominated as Vice-President of the Board of Animal Regulation." (Unanimous approval.)

Commissioner Afriat presented a State Assembly Public Commendation Award from Assemblymember Richard Katz and co-authors to Commissioner Barrett commending and honoring her for her exemplary record as President of the Board of Animal Regulation, City of Los Angeles, and her outstanding record of professional leadership and community service.

PUBLIC COMMENTS

Teresa Sanchez, Union Representative, spoke regarding a personnel matter concerning a leave of absence for a probationary employee.

Joan Luchs spoke about two Pit Bulls who were the subject of a possible animal abuse case.

Gail Homer spoke regarding an early spay and neuter video tape.

GENERAL MANAGER'S REPORT

The General Manager thanked the Commission for expeditiously taking action on the Requests for Proposals.

Linda Gordon mentioned that the $34,000 donation from a former City employee was accepted by City Council and placed in the Animal Sterilization Fund.

COMMENTS BY BOARD MEMBERS ON ITEMS NOT ON THE AGENDA
Commissioner Cook asked for an update on the investigation of a dog named Annie which was burned. He also asked about the investigation of the dog that was hanged.

The Board recessed to go into Executive Session at 1:32 p.m.

The Board reconvened at 1:43 p.m.

The Board discussed personnel matters and no action was taken.

The Board adjourned at 1:44 p.m.

September 30, 1996
ATTEST

PRESIDENT

COMMISSION SECRETARY
7-1-96cm

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, June 17, 1996

9:30 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Monday, June 17, 1996, at 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Barrett and Commissioners Cook and Robins.

Members Absent: Commissioners Afriat and Avila.

STATUS REPORT ON PUBLIC RELATIONS ITEMS
Peter Persic, Director of Public Relations, gave a status report on public relations items.

Commissioner Cook arrived at 9:55 a.m.

APPROVAL OF MINUTES: The Minutes of June 3, 1996 were unanimously approved. The Minutes of May 20, 1996 were held over to the next meeting.

UNFINISHED BUSINESS

Consideration of Cat Identification -
Public Health Issues for Cats
Dr. Kevin Riley, Public Health Veterinarian with the State of California, Department of Health Services, discussed the humane issues and public health issues related to rising cat populations and what the trends are in that area.

Joyce Pieper spoke regarding feral cats on the East Coast, and inquired about the status of the oral wildlife vaccine that the USDA has been testing in Texas because of the coyote and dog problems.

Lois Newman, Cat and Dog Rescue, spoke regarding the success of the oral vaccines used in Europe for rabies in wildlife.

Consideration of Pet Vaccinations Request for Proposal (RFP)
Linda Gordon, Sr. Management Analyst, discussed the report to the Board dated June 7, 1996 regarding "Recommendation for Award of Contract for Pet Vaccination Services." The recommendation of the Department was:

* That the Board of Animal Regulation instruct the General Manager to negotiate a contract within the next 30 days for low-cost dog and cat vaccinations with Zootechnics, Inc., dba Pet Vaccine Services.

* That the Board of Animal Regulation instruct the General Manager to transmit the proposed contract within 45 days for approval to the Mayor and City Council.

Commissioner Robins made the following Motion which was seconded by Commissioner Cook:

"That the Commission instruct the General Manager to go forward with the proposal for Zootechnics, Inc."

Anita Cohen, SCVMA, spoke regarding low-cost vaccination clinics, and asked that the City insist that they always be sponsored by California State licensed veterinarians. She stated that the SCVMA is very supportive of the Department and she hopes that the mutual supportive relationship will continue.

Nathan Hirsch spoke regarding the financial reports of Zootechnics, Inc.

Brian Brannan, Zootechnics, Inc. discussed low cost vaccination clinic licensed veterinarians in California. He also discussed the financial condition of Zootechnics, Inc.

Commissioner Robins' Motion was unanimously approved (Commissioners Afriat and Avila were absent).

Consideration of Microchip RFP

Jack Nylund, Sr. Systems Analyst, discussed the report entitled "Evaluation of Proposals for an Electronic Animal Identification System" which incorporated a memorandum dated June 17, 1996 to the Board regarding "Evaluation of Microchip Proposals."

The Board requested that Department staff:

1. Move forward with the Microchip Request for Proposal and negotiated contracts.

2. Request the Mayor and City Council to adopt an ordinance to allow a $15.00 microchip implantation fee.

3. Develop a microchip policy.

4. Develop an implementation committee.

Commissioner Robins made the following Motion which was seconded by Commissioner Cook:

> "That the Board instruct the Department to move forward with the Proposal."

Lois Newman spoke regarding a universal chip, and the City using its own data base.

Robert Hillman, consultant for Schering-Plough Animal Health Corporation, discussed their identification system manufactured by the Destron-Fearing Corporation (Destron).

Andrew Skevetski, Schering-Plough Western Regional Manager for their Companion Animal Business Unit, discussed the universal scanner and clarification of presentation by Jack Nylund regarding reading AVID chips in the native state.

Wayne Culberth, Vice-Chairman, InfoPET, clarified questions regarding type of animals that can be microchipped and scanned.

This item was continued until the next Commission meeting.

Commissioner Barrett asked that each Commissioner provide staff immediately with their very specific questions and what they would like to see addressed at the next meeting.

The Board recessed at 11:35 a.m.

The Board reconvened at 11:45 A.M.

<u>Consideration of Administrative Hearing Case - Karen Pyle</u>

Commissioner Robins made the following Motion which was seconded by Commissioner Cook as follows:

> "That the Commission and Department advise staff that we will not be taking any complaints and that Ms. Pyle's current notice of order and all conditions are revoked, and that will apply to any additional dogs in Ms. Pyle's household." (Unanimous approval, Commissioners Afriat and Avila were absent.)

<u>Consideration of Red Alert Program</u>

Gretchen Wyler and Dr. Mangiamele spoke regarding first rights and a $10.00 non-refundable deposit. Gretchen Wyler discussed a recommendation for a window of time from 8:00 a.m. to 12:00 p.m. on the day of availability for an animal for first rights persons. After further discussion by staff and Valentin Dinu, City Attorney's Office, this item was continued to July 15 Commission meeting.

Consideration of Rescue Group Policies

Jamie Pinn, Pet Assistance, distributed the H.A.R.T./Muttmatchers "Suggested Criteria For a Universal Rescuer Identification Policy." Discussed in this report was the eight-point criteria to be adhered to. Ms. Pinn asked that the Department adopt this policy. Valentin Dinu, City Attorney's Office, discussed the ordinance pertaining to California non-profit organizations. He stated that a policy needs to be adopted by the Department as to how it would deal with such organizations.

Commissioner Robins made the following Motion that was seconded by Commission Cook:

"That the Commission direct staff to continue to work with H.A.R.T./Muttmatchers and the inter-agency coalition to implement the policies as they can do so." (Unanimous approval, Commissioners Afriat and Avila were absent.)

PUBLIC COMMENT

Lois Newman, Cat and Dog Rescue, spoke regarding rescue group policies and voluntary donations.

Terry Austin, Amanda Foundation, spoke regarding the Rescue Program and the "Yellow Card Program" and her concern about it becoming too bureaucratic with too much paperwork.

GENERAL MANAGER'S REPORT

Jerry Greenwalt, Assistant General Manager, spoke regarding construction of the Temporary South Los Angeles facility which is to begin on July 1, 1996.

The Commission meeting of July 1, 1996 will begin at 9:00 a.m. and continue until 2:00 p.m.

The meeting adjourned at 1:40 p.m.

July 15, 1996
ATTEST

Gini Barnett
PRESIDENT

Giselle Hauge
COMMISSON SECRETARY

a:6-17-96cm

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, June 3, 1996

9:30 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Monday, June 3, 1996, at 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Barrett and Commissioners Afriat, Avila, Cook, and Robins.

APPROVAL OF MINUTES: The Minutes of May 6, 1996 were unanimously approved (Commissioner Cook was not present at time of vote).

STATUS REPORT ON PUBLIC RELATIONS ITEMS
Peter Persic, Director of Public Relations, gave a status report on public relations items.

Mr. Persic also gave an update on the research, development, and redesign of the Department's kennel card. The redesign will provide the Department with a card that better meets the needs of the public and staff.

UNFINISHED BUSINESS

Consideration of Cat Identification
This itme was continued until the next Commission meeting.

NEW BUSINESS

Consideration of Dog Fights

Commissioner Barrett asked for public testimony regarding a problem in the increase of dog fighting in the City of Los Angeles.

Lois Newman spoke regarding dog fighting in Laurel Canyon Park.

Phyllis Daugherty spoke regarding dog fighting and the breeding of dogs for fighting in the Compton area, South Los Angeles area, and the Highland Park area.

Commissioner Cook arrived at 10:00 a.m.

Consideration of Security for Temporary South Los Angeles Facility and South Los Angeles Permanent Facility

The General Manager discussed security at the South Central temporary and permanent facilities. The permanent facility is being designed with full security taken into consideration.

The meeting recessed at 10:09 a.m.

The meeting reconvened at 10:20 a.m.

PUBLIC COMMENT

Karen Pyle spoke regarding a barking dog case which has lasted six years and which she wants dropped. Additionally, her dog has been missing for the past few weeks.

Lois Newman spoke regarding vicious dogs.

Phyllis Daugherty invited everyone to attend an early spay and neuter demonstration to be held in Lomita.

Bill Dyer spoke regarding two men selling Pit Bull puppies at the Boardwalk in Venice.

UNFINISHED BUSINESS

Consideration of Department of Animal Regulation Budget, Personnel, Facilities, & Medical Services Update

The General Manager requested that the Board approve expenditure of approximately $11,500 from the Animal Welfare Trust Fund for two "Pet Health and Safety" events. One event is to be co-sponsored on June 8 in Councilmember Rita Walters' district and the other is to be co-sponsored by Councilmember Richard Alarcon on June 15. The events will promote National Dog Bite Prevention Week, and will improve public safety and encourage responsible pet ownership.

Commissioner Afriat stated that because this item is not on the agenda, the Board can invoke Section 4(a) of the Brown Act which states that the Commission can determine, by majority vote, that

or safety or both. Commissioner Afriat asked Dr. Dena Mangiamele to comment on rabies in Los Angeles County vis-a-vis this request and whether or not she thinks there is a serious enough public health concern out there that would warrant the Board to take this extraordinary action.

Dr. Mangiamele said, "we just had a rabid Bat brought in by one of our East Valley Animal Control Officers captured inside a house and it was positive for rabies. The Animal Control Officer took the Bat using gloves and some other implements to take the Bat into a small container. The Los Angeles County Public Health Department of the Virology Division did some backup on contacting people who lived in that household to make sure there were no exposures. It would have been a perfect opportunity for a cat, roaming throughout the household, to catch the Bat in these circumstances. An animal that has rabies or that is exhibiting those types of critical signs or symptoms is easily caught by an animal like a cat that stalks a predator, so it is a very real problem. We do have rabies here in Los Angeles County and City. Because we are vaccinating and protecting animals is why we do not see more of a problem. Our prophylactic abilities to vaccinate animals at high levels has been the greatest protection that we can see."

The General Manager asked Dr. Mangiamele if Los Angeles County has been declared a rabies endemic area. Commissioner Afriat also asked Dr. Mangiamele if, in her opinion, this vaccination program that is being recommended to the Board would contribute to reducing the amount of incidences. Dr. Mangiamele stated, "absolutely, it gives the people in the community an opportunity to bring the vaccine to them."

Commissioner Afriat made the following Motion which was seconded by Commissioner Robins:

> "That the Board of Animal Regulation Commissioners invoke Section 4(a) of the Brown Act (Per memo dated December 9, 1996, to all City Departments, Bureaus and Commissions from Elias Martinez, City Clerk, Regarding Ralph M. Brown Act Amendments) to declare that rabies is in fact an emergency in Los Angeles County as so stated by the County Health Department and is severely impairing our public health, and therefore move that the Board consider whether or not we wish to appropriate $11,500 for the purposes of free vaccinations for dogs and cats." (Unanimous approval.)

Commissioner Afriat made the following Motion which was seconded by Commissioner Robins:

"That the Board of Animal Regulation Commission appropriate $11,500 out of the Animal Welfare Trust Fund for the purposes previously defined for free vaccinations for dogs and cats and items related to promoting that activity." (Unanimous approval.)

Commissioner Avila asked if the General Manager requires the Commission vote for this appropriation. The General Manager stated he does. Commissioner Avila asked the General Manager if this was the last Commission meeting prior to the funds being made available? The General Manager indicated it was.

Jamie Pinn, Pet Assistance, inquired about the Mobile Pet Vaccination Proposal.

Phyllis Daugherty recommended that citizens pay at least 50 cents for a leash and $1.00 for a carrier at some of the free vaccination clinics being held.

Consideration of Department of Animal Regulation Budget, Personnel, Facilities, & Medical Services Update

The Assistant General Manager discussed the Personnel Status Report dated June 3, 1996.

Jerry Greenwalt, Assistant General Manager, advised the Board that the Volunteer Coordinator officially began work today, and that the Department is delighted to have her on board.

Dr. Dena Mangiamele, Chief Veterinarian, gave a medical services update.

COMMENTS BY BOARD MEMBERS ON ITEMS NOT ON THE AGENDA

Commissioner Robins asked that items be placed on the Commission Agenda in a timely fashion.

Commissioner Barrett suggested that in the Fall a small task force should review the process regarding Barking Dog and Dangerous Animal Ordinance procedures.

The Commission meeting of July 1, 1996 will begin at 9:00 a.m. rather than 9:30 a.m.

The meeting recessed and went into Executive Session at 11:27 a.m.

The Board discussed personnel matters and no action was taken.

The meeting adjourned at 11:59 a.m.

July 15, 1996
ATTEST

Gini Barnett
PRESIDENT

Giselle Hauck
COMMISSION SECRETARY

c:6-3-96cm

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, May 20, 1996

9:30 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Monday, May 20, 1996, at 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Barrett and Commissioners Afriat, Avila and Cook.

Members Absent: Commissioner Robins.

APPROVAL OF MINUTES: The Minutes of April 22, 1996 were unanimously approved. (Commissioner Cook was not present at time of vote.)

STATUS REPORT ON PUBLIC RELATIONS ITEMS

Jerry Greenwalt, Assistant General Manager, gave a status report on public relations items.

UNFINISHED BUSINESS

Consideration of Red Alert Program

Gretchen Wyler spoke before the Board regarding a meeting she attended on May 24, 1996 with Administrative staff and Shelter Supervisors regarding the Red Alert Program. There was discussion regarding "First Rights", "Interested Party", use of "Red Stickers" for staff use only; No shows on Red Alerts, possible $10.00 non-refundable deposit; Department's auction, policy; and five-day waiting period. The Board asked that this item be discussed at the next Commission meeting.

Phyllis Daugherty spoke before the Board regarding the Red Alert Program

Joyce Pieper spoke before the Board regarding the Red Alert Program.

Consideration of Department of Animal Regulation Budget, Personnel, & Facilities Update

The Assistant General Manager gave an update on the East Valley, Harbor and South Los Angeles facilities.

Bernie Leichter, Sr. Personnel Analyst, gave an update on the Personnel Status Report dated May 20, 1996.

The meeting recessed at 10:40 a.m.

The meeting reconvened at 10:56 a.m.

Consideration of Cat Licensing Program
This item was continued until the next Commission meeting.

Phyllis Daugherty spoke before the Board regarding cat licensing.

PUBLIC COMMENT

Phyllis Daugherty spoke before the Board regarding the Breeding License Proposal.

GENERAL MANAGER'S REPORT

The Assistant General Manager discussed a memo dated May 15, 1996 to the Board from the General Manager regarding "Escaped/Stolen Animals".

COMMENTS BY BOARD MEMBERS ON ITEMS NOT ON AGENDA

The Board requested that Consideration of Dog Fights be placed on the next Commission agenda. It was requested that communication between the Los Angeles Police Department and Department regarding stolen animals and dog fights be looked at.

The meeting recessed for Executive Session at 11:15 a.m.

The Board discussed personnel matters and no action was taken.

The meeting adjourned at 12:15 p.m.

July 15, 1996
ATTEST

Gini Barrett
PRESIDENT

Gisell Hough
COMMISSION SECRETARY

C:5-20-REV

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, May 6, 1996

9:30 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Monday, May 6, 1996, at 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Barrett and Commissioners Afriat, Avila, Barrett, Cook and Robins.

APPROVAL OF MINUTES: With correction of the May 6, 1996 Agenda under "Approval of Minutes" dated 4/6/96 to 4/8/96, the Minutes of March 18, 1996 and April 8, 1996 were unanimously approved.

STATUS REPORT ON PUBLIC RELATIONS ITEMS

Peter Persic, Public Relations Director, gave a status report on public relations items.

* On May 4, 1996 the City participated in the Nationwide Pet Adoptathon along with 700 shelters and humane organizations in the United States and Canada. There were 75 dogs adopted, 49 cats adopted and one rabbit adopted from the shelters. At East Valley and West Los Angeles there was a tremendous amount of traffic. We received media attention from KISS FM, Channel 52, Telemundo, Channel 5 and 11, the L.A. Times, KFI Radio, KFWB News Radio, La Opinion, and CNN. CNN was at the East Valley Shelter and interviewed Dr. Mangiamele and photographed the animals and "get acquainted area."

* The Department was featured on the "Home and Family" Show on May 1, 1996. The Home and Family Show is cable cast on the "Family" channel which reaches 98 percent of all cable households in the United States. It offered the Department an extraordinary opportunity, not only to promote the Pet Adoptathon, but to promote issues such as responsible pet ownership, the importance of spaying and neutering, and keeping your animal identified.

* Mr. Persic showed a video of the Department being featured on the "Home and Family" Show on May 1.

UNFINISHED BUSINESS

Consideration of Red Alert Program

The General Manager stated that the Red Alert Program is a pilot program which is to help improve the adoption rate of animals at the shelters. Jenny Abshire, who has been appointed as liaison on this project, and Gretchen Wyler met and discussed the possibility of proposing a non-refundable $10 deposit. According to Ms. Abshire, there has been a 50 percent "no show" rate on the animals, and she believes that the $10 non-refundable deposit would encourage adoption of the animals.

Ms. Gretchen Wyler discussed timing, shortage of personnel, and budget problems and stated that the Red Alert Program needs to be fine tuned. She stated that Cindy Newton has done a study of all animals that were impounded that were strays. Over the six-month period, the statistical average for stray cats was 3.4 days on a reclaim. There were 2.3 days for dogs on a reclaim. Ms. Wyler stated that she feels good about the five-day adoption of Red Alert animals. She further discussed the importance of shelter personnel knowing about the Red Alert Program and first rights. She stated she was disappointed to find some personnel were not aware of the program.

Ms. Wyler mentioned that she felt the $10 deposit for Red Alert animals is a good idea because it makes it a little more serious when someone wants an animal. She brought up the question of what the procedure would be if an owner comes in for their animal, or if the animal in the Red Alert Program becomes ill.

The General Manager stated that as a pilot program, the $10 deposit can go towards another animal with a 30 day period for a citizen to adopt another animal.

There was further discussion about the window of adoption time for the Red Alert Program from 8:00 a.m. to 9:00 a.m. at the shelters.

Commissioner Barrett asked that the Department submit a sample cage information card within one month. This card has to be understandable to all members of the public looking at it. She stated that one of the problems is that the current cards are not useful. She suggested redesigning the card, and where the Red Alert sticker goes, it could state that Red Alert animals are not available until one day after the above available date.

Commissioner Robins made the following Motion: "That the Department proceed with the deposit and that the animal be held for one day, and that Gretchen Wyler put on a presentation regarding the Red Alert Program at each shelter."

Commissioner Avila stated that he would like to hear from staff on how the Red Alert Program would work, and how everyone at the shelters will learn about the program.

The General Manager stated that he needs to do some review on the program.

There was further discussion on the pros and cons regarding allowing one extra day for Red Alert Program.

After further discussion, it was decided to hold the Motion over until the next Commission meeting.

Judy Cairns thanked the Department for being receptive to the Red Alert Program. She recommended Gretchen Wyler prepare a video tape to train shelter personnel regarding the Red Alert Program. This would clarify to the public and personnel how the program works.

Ron Vardi discussed the Red Alert Program and allowing the release of sick animals to volunteers.

<u>Consideration of Cat Licensing</u>
Commissioner Afriat stated that he had received a favorable response from the Public Safety Committee members regarding raising the limits on the number of cats per household and on pet identification. He stated that the Committee was clear about moving each item separately. However, the Committee asked that they have both proposals in front of them. Commissioner Afriat suggested that the Commission begin having discussions on this.

The Board recessed at 10:50 a.m.

The Board reconvened at 11:06 a.m.

The Board reviewed the report entitled "Cat Licensing/Identification Summary of Written Submissions - April, 1996". Some of the elements of the report discussed were: License fees; Licensing Enforcement; Age that Triggers License Requirement; Vaccinations; Leash Law; Identification; Feral Cats; Breeder's Ordinance - Strengthen and Enforce; Spay and Neuter Programs; License Sales Distribution; Nuisance Cat Provision; and Public Education/Marketing. These elements were suggested by the humane community and, in some cases, were actually used by other jurisdictions.

In the discussion regarding License Fees for Altered and Unaltered cats, Commissioner Afriat stated that he would like to see an identification program included in the provision of cats being altered; a zero fee for altered cats; and $20 or more fee for unaltered cats. He asked that the Department look at information as to what the percentage of altered vs. unaltered cats in the City might be. Commissioner Barrett stated that in the survey of other cities that have cat licenses or cat identification programs, there were zero examples of any of them that have no fees for altered cats.

In the discussion regarding Lifetime License Fees, Commissioner Avila suggested when putting together cost projections, a one-time administration fee should be looked at. Commissioner Afriat stated if we come up with a lifetime license fee that works, he would like to look at that for dogs.

In the discussion regarding Age that Triggers License Requirement, four months or eight weeks was discussed. Commissioner Barrett stated that she would like to see all animals licensed at eight weeks of age, as she believes that that is the optimum time. The General Manager stated that animals would have to be altered at eight weeks of age also. Commissioner Afriat stated that perhaps a signed agreement could be made that the animals would be altered by four months, or they are assessed an additional fee. Commissioner Barrett stated that if citizens do not alter their animals, it should be treated as a business license fee. The General Manager stated that currently Los Angeles County alters cats at four months of age.

In the discussion regarding Vaccinations, Commissioner Barrett stated that there was some opposition from CATS, Inc. to rabies vaccinations.

In the discussion regarding Leash Law, the primary suggestion was no leash law for cats, but mandatory neutering if cats are allowed out of doors. Another point was brought up regarding using the Administrative Hearing process when cats are nuisances. This would require amending the Barking Dog and Dangerous Animal Ordinance.

There was further discussion regarding identification and use of mandatory microchipping, voluntary microchipping, breakaway collar and tags, and the suggested fees for mandatory microchipping. Commissioner Afriat stated that he feels a new program should make it as flexible, accessible and easy as possible for people to come into the system. Commissioner Barrett stated that she would like to see mandatory identification, but a voluntary choice of how: either by a collar, microchipping, or tattooing.

Commissioner Barrett stated that Feral Cats are exempt from the proposed ordinance. There was support that the Breeder's Ordinance needs to be strengthened and enforced. There were suggestions that licenses be distributed not only through the Department, but through veterinarians, groomers and pet supply stores. The issue of having a way to handle cat nuisance complaints was brought up by SEAACA. All groups supported public education and marketing around the cat identification program.

Phyllis Daugherty stated that she does not agree with zero licensing for cats. It is not done for dogs. She suggested the concept of a three-year license for cats for $22.00 that would include three tags for cats under one license and offer the option of an owner's phone number on the back of the tag, and the use of a 1-800 number, then dial in a license number and it automatically dials into the pet owner's home.

Lois Newman stated that she agrees with Commissioner Afriat about the zero license fee for altered cats.

Commissioner Barrett requested that Department staff come back to the Commission with projections on altered vs. unaltered cats. This item will be continued.

PUBLIC COMMENTS

Judy Cairns spoke regarding the Department's complaint process. She is waiting for a response from the Department.

Ms. Cairns thanked Giselle Haupt, who acts as Commission Secretary, for doing a terrific job. She said that she wanted to publicly acknowledge and compliment Giselle for working under pressure and above and beyond the call of duty.

Ms. Cairns complimented Dr. Dena Mangiamele for being a great public representative for the Department. She stated that it is great to see her on television and suggested using her more often.

Phyllis Daugherty stated that she was the person who opposed the Commission becoming the "head" of the Department in the newspaper when it was first came up for election. Since that time, she has changed her mind and is very proud of the work the Commission is doing.

Jamie Pinn, Pet Assistance Foundation, requested that the Rescue Policy be placed on the agenda. Ms. Pinn distributed her letter dated May, 1996 to Commissioner Barrett which contained suggestions for a rescuer identification policy. She asked for a small committee to review these suggestions before they become law.

Ron Vardi thanked all Department volunteers and non-Department volunteers for the unbelievable job they did at Century City this past weekend.

Teresa Sanchez, Business Representative, Local 347 SEIU, spoke before the Board regarding the License Collection Program. Ms. Sanchez stated that the Union is proposing to support a new, creative, innovative, and improved license collection inspection program for the Department that would use City employees and current management and supervisors.

Michael Bell, Animal Legislative Action Network, opposes the Department's current policy regarding unweaned puppies and kittens and feels that these animals should be given to rescuers rather than being destroyed.

Joyce Pieper, Fund for Animals, discussed the Spay and Neuter Workshop held in April 1995. Ms. Pieper stated that rescuers have to be given a special category. She asked that Dr. Mangiamele provide a list of veterinarians participating in the Spay and Neuter Voucher Program.

Lois Newman, Cat and Dog Rescue, discussed the Pet Adoptathon held on May 4, 1996.

GENERAL MANAGER'S REPORT

The General Manager submitted to the Board a memo dated May 3, 1996 regarding the "Microchip Program". He asked the Board to review the report and submit their comments in writing by the next meeting.

The General Manager advised the Board that a bequest of $34,000 was given to the Department by a former City employee named Peter Rack. The bequest will go into the Animal Sterilization Trust Fund.

The General Manager discussed his correspondence dated May 3, 1996 to the Ad Hoc Budget and Finance Committee. The correspondence covered five issues: Pilot Licensing Program; Volunteer Program Details; 1995-96 and 1996-97 Staffing Versus Workload Indicators; Details on Privatization of Spay and Neuter Clinics; and Mobile Pet Adoption Programming - Staffing Cost.

The General Manager advised the Board that a Motion from Councilmembers Holden and Wachs recommending transfer of $610,000 from the Public Works Trust Fund to the Department of General Services (to be reimbursed from the Seismic Bond Fund) for the construction of the temporary facility associated with the repair and replacement of the 11th Avenue Shelter was approved by the Budget and Finance Committee and was forwarded to City Council.

COMMENTS BY BOARD MEMBERS ON ITEMS NOT ON AGENDA

Commissioner Cook discussed a file regarding a dog named Annie which was burned. He asked the Board to unanimously recommend to the City Attorney that he aggressively pursue an investigation and prosecution of person(s) responsible for this crime. Commissioner Barrett stated that she will write a letter conveying each Commissioner's position on this issue.

Commissioner Cook asked that a letter be written to Council regarding spay and neuter vouchers.

Commissioner Barrett indicated that in regard to the request to release sick and/or injured animals to animal rescue groups, the Commission has asked repeatedly for a written proposal from the parties interested asking for information on humane organizations that are involved in this, their 501(c)3 status, exact procedures, criteria and other types of organizational and management operational discussions that would assure the Commission and Department that we are not releasing animals to "willy-nilly" folks. She stated that the fact of the matter is if the Department does not have procedures in place, and starts releasing animals to anybody, we have no ability to turn down the same request from a group that comes in and says that they are requesting animals, and ends up selling them to labs. Without those protections, you have opened that door widely. Commissioner Barrett stated that the Department does have a program in place, and we do release animals to the humane community. The Amanda Foundation is in our shelters every week taking animals and they do an excellent job. She stated that she has no problem expanding this to other groups. Again, Commissioner Barrett stated that the Board has repeatedly asked for a written proposal that outlines how this would work.

The meeting adjourned at 12:32 p.m.

June 17, 1996
ATTEST

PRESIDENT

COMMISSION SECRETARY

c:5-6-96cm

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, April 22, 1996

9:30 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Monday, April 22, 1996, at 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Barrett and Commissioners Afriat, Avila, and Cook.

Members Absent: Commissioner Robins.

APPROVAL OF MINUTES: The Minutes of March 4, 1996 were unanimously approved. (Commissioner Cook was absent at the time of vote.)

STATUS REPORT ON PUBLIC RELATIONS ITEMS

Peter Persic, Public Relations Director, gave a status report on public relations items.

* There was coverage in the Los Angeles Times and Valley Edition regarding the cattle and goat rescue.

* There was significant coverage in the Los Angeles Times, Valley Section, on horse safety in urban areas which was precipitated by an accident which involved three horses and an automobile.

* The Daily News provided coverage about a badly burned dog that was impounded by the Department, and that was subsequently rescued and rehabilitated by a woman. As a result of this article, an Orange County woman who has a hyperbolic oxygen chamber used to treat severely burned animals offered its use to the Department in the future.

* The Department received significant coverage on television regarding two Pit Bull attacks. One attack occured in the South Los Angeles area, and the other occurred in the Valley area.

* The Department worked with KFWB news radio on a story relative to anti-rabies pet vaccination clinics, and other vaccinations available at these clinics for dogs and cats.

* The Heinz Homeless Pet Program will be providing the Department with Pet Adoption Kits. These will be shipped to each animal shelter on a quarterly basis. The kits will be distributed to each person who adopts a dog or cat.

* The Department is working with the IAMS Company on the City-wide "Pet Adoptathon" which will take place on May 4 at all shelters.

UNFINISHED BUSINESS

Consideration of Cat Licensing

Commissioner Barrett discussed her report dated April, 1996 regarding "Cat Licensing/Identification - Summary of Written Submissions". Items included were:

* Removal of the three cat limit per household and combining this change to a cat licensing/identification ordinance.
* License fees for altered and unaltered cats.
* Lifetime license fees.
* Fees waived for individuals on public assistance, or senior citizens on limited incomes.
* Junior (reduced fee) license for cats younger than four months.
* Age that triggers license requirement.
* Vaccinations.
* Household license for five cats of a maximum of $30 per year.
* Licensing Enforcement.
* Leash law.
* Identification.
* Feral Cats.
* Breeder's Ordinance - strenghthen and enforce.
* Spay and Neuter Programs.
* License Sales and Distribution.
* Nuisance Cat Provision.
* Public Education/Marketing.

Commissioner Barrett stated that all groups from whom she had received written submission on Cat Lisencing, supported a City-funded public education program. However, none provided suggestions or other funding sources for any aspect of the program.

Commissioner Afriat stated that the Task Force discussed the issue of raising the limit of cat ownership and the possibility of combining it with the issue of cat licensing and identification; the Task Force did not come to a conclusion on this. Commissioner Afriat stated that his reaction to combining the two is that if it is helpful to accomplish raising the limit on the number of cats, he can see the benefits of combining the two proposals. If it is not helpful, the importance of raising the threshold, in terms of saving more cats, is important enough that they should be moved separately. He stated that he would like to begin exploring this with members of the Public Safety Committee and rely on the politics of those discussions to dictate whether or not these two proposals should be combined. He stated that he does personally support some form of cat identification. He would like to see the Department move into it with an emphasis on public policy as opposed to fiscal benefits.

The two public policy issues with which he identifies are (1) cat identification can help the City work in partnership with cat owners to find missing animals; and (2) If we can have a policy where there is a very dramatic difference between cost for altered and unaltered cats, the Department can play a role in encouraging cat owners to alter their cats. He stated that he would like to consider structuring for the first year with a zero fee for altered cats, and some other fee that is substantially higher for unaltered cats.

Commissioner Barrett stated that in raising the threshold in the number of cats that people can have, what we do not want to do is encourage them to have more cats, than they can afford to care for. She stated that she is a believer in giving relief to senior citizens and people on fixed incomes. However, she would not want to do that for six to ten cats. If they cannot afford a small license fee, they cannot afford the veterinary bills, vaccinations, and other things.

Commissioner Cook stated that he looks at cat license fees as a punitive type of thing if your cat is not spayed or neutered. He stated that he is not sure this should be done and he has a thing with government being too oppressive in this area. He stated that he is not sure cats should be licensed unless it can be tied to the lifting of the limit on cats, in a non-punitive way and in a non-expensive way for those people involved. Commissioner Cook stated that cat license fees would be a good idea for identification purposes only, and not a means of raising funds.

Commissioner Avila stated that we should look at what the program would cost to administer. The goal should not be to make money, but as a way of offsetting the expenses we have related to it. Identification is an important issue. We should proceed slowly and receive as much input as possible. He stated that we need to

get consensus from the leadership, the Council, and the Mayor's Office before we proceed.

Commissioner Barrett stated that one of her concerns is that the Department does not have the resources to spend a lot of time and effort on it, and there are not a lot of resources available from the public. She thinks that there has to be a fee comprised of three separate elements. One is the cost recovery component. We have to understand what our costs are. As there is a $2 surcharge on dog licenses, which totally funds the spay and neuter voucher program, there has to be a component in this fee that is specifically designated for spaying and neutering cats. There has to be a revenue licensing fee. She stated that there is no projection that the City's finances are going to turn around in the next few years, and if we do not turn around our revenue, we will find ourselves in a poor situation for future budget discussions.

Commissioner Barrett asked the Board if they wanted to shelve this item for six months, and what their thoughts are at present.

Commissioner Cook asked Commissioner Afriat about the status on the number of cats per household proposal. Commissioner Afriat stated that he would be meeting with the Public Safety Committee to discuss lifting the number of cats allowed per household, as well as to discuss their thoughts about cat licensing. After Commissioner Afriat meets with the Public Safety Committee, the Board can then determine whether or not cat licensing should be shelved, or moved forward. He suggested that this item be placed on the next Commission agenda.

Commissioner Cook stated that the lifting the limits of cats proposal far exceeds the licensing of cats proposal.

PUBLIC COMMENT

Jamie Pinn, Pet Assistance Foundation, stated that they see cat licensing as moving forward with cat identification. She stated that we need to look at pet overpopulation in our cities. She stated that she feels positive about a part of the cat licensing fee going towards a spay and neuter voucher program for cats. Lois Newman, Cat and Dog Rescue, discussed the voucher program and the importance of getting discretionary money for vouchers. She further suggested that rather than going out to bid for microchipping, the City should go directly to a manufacturer to place whatever specifications it wants.

Joyce Pieper, Fund for Animals, stated that she strongly supports Commissioner Afriat's position to deal with the limit of cats before we deal with cat identification. She does not support cat licensing, but does support cat identification. She also stated that cat trapping has to be dealt with, and that microchipping should be used and would help the cat trapping issue.

There was further discussion by the Board regarding setting the limit on the number of cats as being a top priority; and coming up with a marketing plan for protecting cats and identifying them. Commissioner Barrett questioned where the money to support the Department would come from. She noted that she hears constantly from organizations that they need more money for spay and neuter vouchers, that the Department should be doing public education; and that the Department should have more people.

Commissioner Barrett stated that she has talked to a number cities across the country who feel cat licensing is a fabulous program. Marin County charges for cat licensing and has mandatory microchipping. This has greatly reduced the number of cats going into their system. Also, it has worked out to be very beneficial as an operating entity and as animal protection.

Phyllis Daugherty stated she agrees with Commissioner Barrett in that there is no more money. She stated that if we are not going to license cats, then let the dogs go unlicensed as well. She stated that we cannot continue as dog owners, and as taxpayers, to pay for all the cats in the City. It is all tied together.

Commissioner Barrett stated that this item will be placed on the next Commission agenda.

Commissioner Afriat asked what the cost is to the Department to license an animal. Linda Gordon, Sr. Management Analyst, stated that it is approximately $8.00 in direct costs. Commissioner Afriat asked about cat traps to citizens and what the requirements are besides the fee, and how long are they allowed to keep the traps. The General Manager stated that a trap permit is issued for about 10 days, or until their nuisance problem is abated. Commissioner Afriat asked how difficult it would be to require neighbors be notified about cat trapping.

Commissioner Afriat asked about the Department's enforcement of the three cat limit. The General Manager stated that the Department does respond to complaints when there is a nuisance. A letter might only be sent to someone with more than three cats if there is a nuisance.

Commissioner Barrett asked about the prioritization of complaints the Department receives. The General Manager stated that when

there is a health or safety problem, the Department goes out on those complaints. Commissioner Afriat stated that if there is a cruelty complaint, to keep that a high priority, but for nuisance complaints, keep that at a lower priority. The General Manager stated as the law stands now, once the Department goes out on a call, and observes a low-priority violation, we take action. The Department needs to fulfill our obligation to enforce that law. However, we do not to go back on a case where there are just too many cats.

PUBLIC COMMENT

Michael Bell stated that he, solely, was responsible for the coverage received by the Daily News, Fox Network and Channel 2 regarding the burned dog, Annie. He also stated that he was solely responsible for arranging IAMS' participation in the Mobile Pet Adoption Program.

Michael Bell read a two-page statement. In his statement, he asked that he go on record as requesting Ms. Barrett, Mr. Avila, and Mr. Afriat to resign their positions as Commissioners.

Lois Newman spoke regarding phone service at the shelters.

Phyllis Daugherty stated that she is going to make a slide presentation on early spay and neutering with Dr. Mackie which will go back to Connecticut to be translated into Hungarian to be presented in Budapest. Ms. Daugherty received a report from Beverly Berger regarding a white cat that escaped from East Valley shelter which tore up a volunteer believed to be Mr. Vardi who was trying to handle it. Phyllis Daugherty stated that if we are looking into investigations on escaped animals at the shelters, there needs to be an investigation as to who was handling that white cat, and a policy needs to be put in place as to who gets to handle feral and aggressive animals.

Elyse Mayberry, Cats at the Studio, discussed the Mobile Pet Adoption Program. She stated that she believed this is the best thing that has happened to the Department in years. Ms. Mayberry stated that the volunteers deserve full support from the Department and the Commission, and discussed what the animal rescue volunteers do and asked that the Commission start publicizing this group of volunteers.

Ron Vardi read a two page report which discussed unweaned puppies or kittens being released to rescuers.

GENERAL MANAGER'S REPORT

Jerry Greenwalt, Assistant General Manager, advised that City Council approved the License Increase and Impoundment Fees on April 3. The Ordinance will be effective on May 23, 1996. He stated that the Harbor Shelter is totally changed and is an attractive and clean shelter. There will be an Open House at the shelter with Councilman Svorinich soon. The temporary South Central facility is moving along as scheduled, and slated for completion in September.

Construction on the permanent South Central facility will begin in late December, with the completion date scheduled for July 1998. Mr. Greenwalt stated that there is still a shortfall in available construction funds. The Bureau of Engineering assured him that they are working on additional funding from other sources. At East Valley shelter, construction is underway on the medical building, and the foundation for the ramp has been poured.

COMMENTS BY BOARD MEMBERS ON ITEMS NOT ON THE AGENDA

Commissioner Cook inquired about a request from Lois Newman regarding escaping animals. He asked about the progress report on items listed by her regarding escaping animals. The Assistant General Manager indicated that the Department would have that information by the next Commission meeting. Commissioner Cook also asked if there was an investigation regarding the puppy that was burned. The Public Relations Director indicated that the Department is in process of an investigation.

The meeting recessed at: 11:05 a.m.

The meeting reconvened in Executive Session at 11:20 a.m.

The meeting adjourned at 11:50 a.m.

June 3, 1996
ATTEST

Cindi Barnett
PRESIDENT

Giselle Hamp
COMMISSION SECRETARY

a:4-22-96cm

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, April 8, 1996

9:30 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Monday, April 8, 1996, at 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Barrett and Commissioners Cook and Robins.

Members Absent: Commissioners Afriat and Avila.

APPROVAL OF MINUTES - None.

STATUS REPORT ON PUBLIC RELATIONS ITEMS

On behalf of the Board of Animal Regulation and the Department, President Barrett and General Manager Gary Olsen presented commendations to Department of Animal Regulation staff and volunteers from the Equine Emergency Rescue Team who participated in the goat and cattle rescues. The awards honor the bravery and skill demonstrated during the February 17 rescue of 400 goats from a truck that overturned on the 5 freeway, and the February 24 rescue of 60 cattle from an overturned trailer on the 210 freeway.

Goat Rescue Commendation Award recipients were: Gabriel Castillo, Jaime De La Cerda, Jeff Cheffet, Nadim Eskander, Jorge Figueroa, Dennis Kroeplin, Maria Martinez, Tony Mora, Larry Morales, and Robert Renteria.

Cattle Rescue Commendation Award recipients were: Department staff - Marshall Vernon, Annetta Vernon, Bob Pena, Troy Boswell, Hugh Briefman, Jorge Figueroa, Rick Galdi, John Gibbs, Miguel Gonzales, Pam Hanna, Josephine Korting, Pat Ott, Joyce Pothoff, Mike Pro, Greg Randall, and Pon Thanegarajah; Equine Emergency Response Team - Peggy Connelley, Ray Holmgren, Teri Jones, Laura King, Connie Langseth, Matt Langseth, Linda Nordhagen, Ron Hargous, Steve Meyer, Bruce Rosenburg, and John Switzer.

Commissioner Barrett commended and thanked the Department and the volunteers on how well they worked together and on their skill and bravery.

Commissioner Barrett commended James Phipps, Sr. Animal Control Officer and Center Supervisor, and Debra Manos, Volunteer Coordinator, Harbor Center, for their contribution to the extraordinary success of the volunteer program at Harbor Animal Care and Control Center. In the last year, the number of volunteers has more than doubled and the amount of volunteer time at the Center rose from several hours to more than 800 hours.

The Department will be receiving a great deal of exposure on Channel 35 as a result of a half-hour program called "You and Your Pet" that describes the Department and services we offer and duties we perform. Peter Persic commended Dr. Mangiamele who has been elected Co-Chair of the California Counsel of Companion Animal Advocates. An Informational Flyer entitled "We're Here to Help" was distributed to the Board. The flyer is meant to be a general introduction to the Department in order that people can understand what the Department does. A draft complaint/compliment sign was discussed which offers the public an avenue to give information about a complaint, or gives the public an opportunity to compliment staff. Peter Persic thanked Jenny Abshire for the terrific job she did on a news story aired on Channel 9 last Friday regarding responsible pet ownership for chicks and rabbits, especially at Easter time. The segment was very well done.

UNFINISHED BUSINESS

Consideration of Red Alert Program
This item was continued to May 6, 1996.

Consideration of Task Force on Rescue Organizations and Zoning Proposals
Commissioner Cook indicated that Commissioner Afriat requested that this item be taken off the Agenda until further notice.

Consideration of Release of Sick/Injured Animals to Humane Groups for Free
Commissioner Barrett stated that the Board would take testimony from the public regarding their thoughts and ideas regarding this subject.

Lois Newman, Cat and Dog Rescue, discussed Section 53.11 and Penal Code Section 597 (f).

Phyllis Daugherty discussed her concerns about animal collectors and their abilities to care for the animals. She stated that there will have to be certification of whether the animals are taken to a veterinarian and to whom it was taken. She was also concerned about shelters having to hold these animals for longer period of time and stated there should be a specific date to pick up these animals.

Dr. Mangiamele, Chief Veterinarian, discussed the Department's Registered Veterinarian Technicians and the fact that they are now on call until midnight and are available at several shelters. No animal is in the shelter that presents an acute or emergency situation that has not seen a veterinarian or been cared for by the medical staff at any time. She explained what medical treatment is given to those animals that have fractures, or other orthopedic problems.

The General Manager stated that some of the questions that should be asked of citizens regarding release of sick or injured animals are: who would take these animals; do they belong to any particular rescue group; are they 501(c)3; what is their ability to handle these sick or injured animals; and what really constitutes an injured or sick animal? He stated that there are different degrees of sick or injured animals; and that receiving these animals is only the first step in a long process requiring tremendous responsiblity.

Commissioner Barrett stated that she is concerned about commenting about something general. She would like to see a written proposal that would give the Department something to respond to. There is a lot of responsibility and legal requirements involved.

Commissioner Cook stated that the concept is good and we need a proposal to push this forward. He stated that there should be some accountability. He stated there has to be a qualified group.

Commissioner Robins stated that those interested in this subject need to get together. It needs to be under the affiliation of one or two recognized 501(c)3 groups. The responsibility has to be with a group.

The General Manager indicated that when talking about these animals, we are talking about 25,000 dogs and cats a year.

Commissioner Barrett stated that she will not put this on the Agenda until there is something in writing.

<u>Consideration of Loaning Traps to Citizens</u>

Lois Newman discussed cat traps and the requirements of the ordinance.

Elyse Mayberry, Cats at the Studio, submitted to the Board a written proposal for enhancing the image of the Department, generating additional income for the animals, and protecting small dog and cat owners and wildlife from hostile, vengeful neighbors.

The General Manager stated that it is important that neighbors are notified if someone is trapping a cat. People need permits to be authorized to trap.

Commissioner Cook requested that the Department look at Ms. Mayberry's proposal and make recommendations and bring it back to Commission at a later meeting.

Consideration of Task Force for South Central Area - Citizens

Commissioner Barrett discussed the possibility of creating a task force to work on developing a network or relationships inside South Central that more closely studies the particular problems of that community. The group that is actively working in the community can come back to the Department and Commission and educate us on the unique problems of that neighborhood and also help to sustain the relationships that we are building.

The General Manager advised that he had a discussion with Councilwoman Rita Walters recently about this area of the City. He stated that the Department now has the authority to hire a Volunteer Coordinator who would be most helpful in this area. Further, he stated that he is working closely with Karen Wagener in the Mayor's Office regarding the Volunteer Coordinator position. Councilwoman Rita Waters is anxious to help us along these lines. It was suggested that this item be brought back at a later date when the Department has a Volunteer Coordinator on board.

Consideration of Pet Vaccination Request for Proposal (RFP)

The General Manager discussed the recommendation for award of a contract for low cost pet vaccination services with Zootechnics, Inc. dba Pet Vaccine Services. He also discussed the background of the Health and Safety Code which requires the City to provide dog vaccinations clinics. Until this year, SCVMA has provided these vaccination clinics within the City of Los Angeles without any revenue benefit to the City. However, in 1995-96, the Department received reimbursement from the SCVMA in the amount of $5,017 for clinics conducted within the City of Los Angeles.

Dr. Mangiamele, Chief Veterinarian, discussed the General Manager's memo dated April 3, 1996 regarding "Recommendation for Award of Contract for Low Cost Pet Vaccination Services" She discussed the City's requirement to provide rabies vaccination clinics, mandatory dog licensing, and other services

for dogs and cats. She discussed the evaluation criteria used to make selection of a vaccination services contract. Dr. Mangiamele discussed what Pet Vaccine Services would provide to the citizens of Los Angeles.

Commissioner Barrett stated that she does not see enough financial information in the report to make a decision today. She stated that she has a problem with three proposals that give vastly different number of clinics per year and propose almost identical amounts of revenue. The Board needs to understand this before they go forward.

Brian Brannen, Zootechnics Inc., answered questions by the Board. He stated they have worked with the City of South Gate and SEACCA and have found that the public will purchase more than just the rabies vaccination. Some questions asked by the Board were regarding education of the public. There was inquiry about emergency phone numbers and what they are used for. Mr. Brannan stated that they have a medical call directory 24-hours a day, a data base directory if immediate care of a veterinarian is needed, or if there is a question about vaccines and an animal becomes ill. Brian Brannan is working with SEACCA on programs for the schools and information at the malls.

Commissioner Cook stated the Board needs all information on this as quickly as possible and to get this through.

Anita Cohen, SCVMA, spoke before the Board regarding their history in providing vaccination clinics since 1955. In 1984-85 the SCVMA, as a public service, started giving the 6 in 1 shots. The goal of SCVMA is to provide service to the public, educate the public, to benefit the dog and cat population, and provide a much greater benefit to the community and City rather than simply providing vaccination.

The SCVMA charges $9 for the 6 in 1 vaccine and held 50 clinics last year. Three to four clinics were held in Council District No. 9. She stated that she would be happy to contact Council offices and hold clinics. Ms. Cohen stated that the SCVMA provides "a lot" of pro bono service to the Department and to individuals. The SCVMA provides programs for seniors, and assistance to seniors and the disabled. They recently passed a resolution for continuing education to maintain membership in the SCVMA. The SCVMA has a good track record with the Department. Ms. Cohen stated that the SCVMA has regarded the vaccinations clinics and their relationship with the Department as more than a monetary relationship. They have worked well in the past and hope to work well in the future.

Commissioner Barrett stated that the Department values the relationship with the SVCMA and appreciates all the effort and participation that they have demonstrated in a variety of areas. She stated that whatever the Board decides on the RFP, it is in no way a reflection of our admiration, respect and gratitude to the SCVMA.

Nathan Hirsch,, Community Pet Care Inc., founder and formerly with of Pet Vaccine Services stated that the proposed awardee does not have a computerized data base--it does not exist. He stated that there is one computer data base, and his company has it, and they use it every day. He stated all companies, including the SCVMA, provide educational material to their customers.

Commissioner Barrett stated that this item would be rescheduled for another meeting.

Consideration of Equine License Fee Report

The Assistant General Manager discussed the Department's report dated April 3, 1996 to the Board of Animal Regulation regarding "Equine License Fees." In 1993, the Department proposed amending the Municipal Code to provide for an increase in the equine license fee from $14.00 to $20.00. The $6 increase was to offset a portion of the actual cost to the Department for processing equine licenses. The $6 increase in fee was pulled out and referred to the Governmental Efficiency Committee recommending that the Department of Recreation and Parks and the Department of Animal Regulation discuss this and come to some agreement. Recreation and Parks was in total agreement with the requested fee agreement, with the condition that the $14 amount continue to be deposited in the Equestrian Facilities Trust Fund. A report on November 9, 1994 indicated Recreation and Parks Department's concurrence with the proposal. Since November, this report has been in the Mayor's Office. The Department still believes it should be reimbursed for its handling and administrative costs. The Assistant General Manager asked that the Board reaffirm the Department's recommendation of reimbursement for administrative costs and to direct the Department to send a communication to the Governmental Efficiency Committee.

Commissioner Barrett stated that she agrees in concept, but not in timing. She stated that she appreciates the information which gives the Board the tools needed to take steps. Commissioner Barrett stated that unless the Department can get the equestrians to support this, it will go no where. She sees no purpose in trying to move this through the Mayor and Council again and wasting a lot of staff time when it is just not going to go anywhere.

Commissioner Barrett stated that we need know how many horses are registered. She asked that something be put together to the equestrian community explaining to them that by supporting this increase they would get greater licensing which would put more money in the Equestrian Facilities Trust Fund, which would mean more facilities for horses. The equestrian community would then have greater political clout in City Hall. The equestrian community has been told that the $14 goes into the General Fund. Commissioner Barrett asked that Department staff come up with a draft letter and to do some research on the different organizations and newsletters that could publish it. The letter would come from the Board asking for the equestrian community's support. Commissioner Barrett stated it is an opportunity to educate people about licensing their horses, and to assist the equine community in furthering their relationship at City Hall..

PUBLIC COMMENT

Lois Newman spoke regarding a letter dated August 7, 1995 from Mrs. Ray Scogins.

GENERAL MANAGER'S REPORT

The General Manager spoke regarding Councilwoman Walter's Council Motion regarding researching the feasibility of an ordinance to require mandatory spaying and neutering of all licensed and unlicensed animals picked up strays by the Department and who are reclaimed by the owners; and for animal owners to bare all associated costs. The second part of the motion is to develop a present a plan for improved and increased advertising of the City programs for pet owners for all communities in the City. The Department must respond within 30 days. Commissioner Barrett stated that she would call Councilwoman Walters to sit down and discuss this with her. The General Manager also discussed the Contractual Services Account, and Salaries Account, Volunteer Coordinator monies transferred to the Mayor's Office, Management Analyst, Sr. Animal Control Officer, Animal Control Officer, Clerk Typist, and Veterinary positions.

Commissioner Cook inquired about the Veterinary position. Dr. Mangiamele indicated that she is currently waiting for two resumes for the position of Veterinarian. Commissioner Cook also inquired about the Volunteer Coordinator position. The General Manager indicted that Carol Wagener, Director of Volunteer Services for the Mayor's Office, is currently working on our Volunteer Coordinator position.

The General Manager indicated that the unfreeze was lifted on April 3, 1996 by Council for the positions of Management Analyst, Clerk Typist and Sr. Animal Control Officer. These positions can be put on board before July 1, 1996. He stated that there is an Emergency Fair which will be held the weekend of April 12, 13, and 14. The Department is unable to participate as we would like to due to staff shortages. Volunteers will be there to help.

The meeting adjourned at 11:30 a.m.

May 20, 1996
ATTEST

PRESIDENT

COMMISSION SECRETARY
c:4-8-96cm

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, March 18, 1996

9:30 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Monday, March 18, 1996, at 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Barrett and Commissioners Afriat, Avila, Cook and Robins.

APPROVAL OF MINUTES: The Minutes of February 20, 1996 were unanimously approved.

STATUS REPORT ON PUBLIC RELATIONS ITEMS

Peter Persic, Public Relations Director, gave a status report on public relations items.

* On March 15 Council declared its opposition to Proposition 197. A press release went out to all media. The event was covered by the Daily News, and it was on Fox T.V. evening news.

* On March 16, Paw Prints and K-Mart sponsored a pet photography fund raising event which was held for East Valley Shelter. One-hundred seventy-two pets had their portraits taken and $645 was raised. K-Mart and Paw Print were pleased with the response and have indicated they are interested in doing more of these. Mr. Persic stated he is discussing doing this for each of the shelters.

* Mr. Persic indicated that at the next Commission meeting there will be a presentation of Certificates of Commendation to staff and volunteers who participated in the cattle and goat rescue, as well as commendation awards for James Phipps, Sr. Animal Control Officer II, and Debbra Manos, Harbor Volunteer.

* Mr. Persic stated that he is developing a two-sided flyer with information about the Department and a complaint sign for the shelters. He will bring samples to the next Commission meeting.

Commissioner Afriat asked that he be added to Peter Persic's media list. Other Commissioners requested the same.

The General Manager displayed signs that were beautifully designed by a Volunteer from East Valley Shelter These signs are being used during the renovation of East Valley shelter and/or as informational signs inside the shelter. Dr. Mangiamele stated that the volunteer who prepared these signs found her lost cat at East Valley and was so elated about finding it, that this was her way of thanking the Department.

UNFINISHED BUSINESS

Consideration of Task Force on Rescue Organizations and Zoning Proposals

Commissioner Afriat stated that the Task Force did a superb job putting together a large amount of data in preparation for moving the proposal in regard to the definition of cat kennel forward to the City Council to amend the Municipal Code. He stated that the Task Force has identified several cities that have a significantly higher threshold, and some cities in the greater Los Angeles area that have no limit on the number of cats individual owners can have to support our data. The Task Force has come up with significant arguments to persuade City Council, that it would reduce Department time, and therefore, costs on enforcement; it would reduce euthanasia and care costs; it would increase pet population control and altering; it will reduce complaints to Council office; and considering that 40+ percent of the Department shelters' budget goes to cat care, this can turn out to be a significant proposal to the Council. The Task Force believes that cat owners and people who have more than three cats should not be living in fear of enforcement of the law that, in fact, it is not hurting anybody.

Commissioner Afriat stated that the Commission has already approved the concept of the Municipal Code change. He asked for the Commission's permission to move this proposal forward to Council and that the Task Force take responsibility for working with the Council and Public Safety Committee members to begin to formulate a motion and move due process. Commissioner Afriat made a Motion as follows: "Forward to City Council the Task Force Committee's proposal to amend the Municipal Code to redefine cat kennels." The Motion was seconded by Commissioner Robins. (Unanimous approval.)

Consideration of Task Force on Barking dog Complaint Investigations

This item was continued.

Consideration of Recommendation for Licensing
Complaint Investigations

The General Manager discussed memorandum dated March 16, 1996 to the Board regarding "Addendum to Evaluation and Recommendation on License Collection Requests for Proposal (RFP)." The General Manager stated: The Department was given notice on March 14, 1996 that the Board of Mid-San Gabriel Valley Consortium (Mid-Valley) had authorized its attorney to provide damaging information regarding a fellow bidder to all parties interested in the Department's License Collection RFP process. This information is in regard to Civic Collections Inc. and its President, Douglas L. Shaw, former Director of Mid-San Gabriel Valley Manpower. These two organizations are engaged in a long standing and contentious dispute regarding a variety of allegations and issues including but not limited to misappropriation of funds and unfair competition. The General Manager gave a review of events from May 1993 to present. In November 1995, the Department issued an RFP for animal license canvassing. Civil Collections and Mid-Valley Consortium submitted the two most feasible proposals. Though Mid-Valley had been aware through the duration of the process that Civil Collections was an organization under consideration for the RFP, they waited until March 14, 1996 to inform the Department of their intentions. This action seemed to be more of a strategic maneuver designed to hinder completion and enhance their position. Mid-Valley made an effort to influence the objective and impartial decision making process of the Department for their own gain. This conduct is not reflective of a professional organization seeking to maintain a high level of integrity in its performance of its duties and responsibilities. The General Manager stated that as a result, the Department rescinds its initial recommendation of March 11, 1996, and instead requests a meeting with two members of the Commission in order to consider the next course of action for the Department.

A meeting is to be set up with Commissioner Barrett and Commissioner Avila regarding this issue.

Lois Newman, Cat and Dog Rescue, indicated that when Mid-Valley got the contract in 1993, there were 170,000 licensed dogs. Now, there are 140,000 licensed dogs. She thinks the two above-mentioned bidders should be thrown out.

Ms. Teresa Sanchez, business representative for Service Employees International Union, Local 34, (representation Unit for Animal Control Officers and Animal Care Technicians) stated that they have been in a process, that was initiated by Councilwoman Chick, Public Safety Committee, whereby the Union and Department management were asked by Council to strategize together to find ways to improve efficiency and productivity in the Department and to try to figure how to increase revenue.

Members of the union were asked to come up with ideas, and were successful in developing 40 suggestions which management and the Commission are aware of. One of the issues that is overwhelmingly supported by employees in the Department is the idea of getting dog licensing back in-house. Two reasons are: (1) to keep the 70 percent of revenues in-house for use of programs and improving levels of staffing, and (2) the quality of service that is provided by the contractor. She asked that she be invited back to the Commission when this item comes back on the agenda.

Commissioner Barrett asked for data on the history of license collection. The numbers of licenses issued , under what systems, what years, dollar amounts, and some sort of history on the change in fees. She asked that this information be provided before their meeting.

The General Manager thanked Miguel Munoz for his work on this item.

Consideration of Recommendation for Pet Vaccination Contract(s)

The General Manager discussed Memo dated March 7, 1996 to the Board Regarding "Recommendation for Award of Contract for Pet Vaccination Services". The report recommended that the Board of Animal Regulation instruct the General Manager to negotiate a contract within the next 30 days for low-cost dog and cat vaccinations with Zootechnics, Inc. dba Pet Vaccine Services; and that the Board of Animal Regulation instruct the General Manager to transmit the proposed contract within 45 days for approval to the Mayor and City Council.

Commissioner Barrett stated that she would like to have revenue projections and comparisons to our past programs vs. our projected future programs. She stated that she would like more information on what was considered in making the decision.

Linda Gordon, Sr. Management Analyst, gave background information on vaccination clinics; discussed the evaluation criteria used; and gave a recapitulation of proposal evaluations. She stated that the review committee were comprised of Dr. Dena Mangiamele, Chief Veterinarian, Dr. Kevin Reilly, State Public Health Veterinarian and herself. The three RFPs were Community Pet Care, Zootechnics dba Pet Vaccination Services, and Southern California Veterinary Medical Association.

Commissioners Barrett and Afriat asked for more information from the Department on the experience of the company, on a plan, in terms of where clinics will be held, and on projections of income to the City (worst case).

Commissioner Afriat asked Brian Brannan, Zootechnics, Inc. for other cities that his company has worked in and, in particular, their experience in working in minority/ethnic/financially disadvantaged communities. Mr. Brannan stated that they currently have the contract with SEAACA, Southeast Area Animal Control Authority, of which they have been doing their vaccination clinics for the past three years. They are conducting vaccination clinics throughout Washington, Oregon, Northern California, Southern California, Arizona, Nevada, Texas, as well as Florida. They cover all areas of all of the cities. They are very accustomed to working in ethnic areas. These clinics are held seven days a week, and in the evening. They are currently vaccinating 20,000 animals per month throughout the country. Their experience is extensive in conducting low-cost vaccination clinics. It was requested that a projected schedule of vaccination clinics be provided to the Commission. Commissioner Afriat also requested information on where people are hired from, and the wages and benefits provided.

Anita Cohen, SCVMA, stated that there is a long history of the Department working with the SCVMA. Ms. Cohen stated that SCVMA can provide more than just revenue and that they are committed to working with the Department.

Nathan Hirsch, Community Pet Care, asked if a copy of the RFP from Zootechnics Inc. would be available.

Commissioner Barrett stated that this item would be rescheduled.

PUBLIC COMMENTS

Gail Homer spoke before the Board regarding early spaying and neutering of animals.

Ron Vardi spoke regarding releasing sick or injured animals to the humane community at no charge.

Stanley Martin, Community Pet Care, indicated that he has been in the animal care industry for 20 years in California, and had worked closely with the City of Los Angeles 10 years ago. He stated that when there is a proposal to contract to privatize an activity, or to give it to a union within, that everything should be considered, not just weighing the advantage of the money coming in to the City.

Mr. Martin stated that the convenience, capability, and financial status should all be checked into.

Lois Newman, Cat and Dog Rescue raised the issue of escaped dogs mentioned at the February 20, 1996 Commission meeting by Officer Pena. She asked that this issue be put on a Commission Agenda.

GENERAL MANAGER'S REPORT

The General Manager gave an update on the East Valley renovation work which is doing very well. He stated that Councilman Svorinich is helping with the Harbor Shelter and "co-signing" with the Department for $11,000 worth of communication enhancements for moving from one building to the next. The new estimated cost for the permanent facility at South Central (as provided by the Architect) is revised to $6,367,000. That figure is approximately $2 million over the original estimate. The reason for this discrepancy is that the data used did not reflect that which pertains to three-story shelters. We will have to go back to City Council and give a full report on this. Commissioner Afriat suggested that he and the General Manger get together to discuss this matter.

The General Manager discussed his letter dated March 18, 1996 to Councilmember Laura Chick regarding her request for further information relative to identifying additional resources and programs that would enable the Department to respond to a greater number of public service demands. There was further discussion regarding a blanket unfreeze of all Department positions and inclusion of an additional Veterinarian position, Volunteer Coordinator position, and inclusion of a call-management system to increase staff productivity. If these items are not realized, then the Department would have to go back to its original Public Safety Committee report.

COMMENTS BY BOARD MEMBERS ON ITEMS NOT ON AGENDA

Commissioner Cook inquired about Water and Power's response to the Department's request for Water and Power to include flyers about the Department in their mailings. Commissioner Barrett indicated that a letter was received from Water and Power which indicated that, in the short-term, Water and Power cannot accommodate the Department's request, and they will look at the request at a future date.

Commissioner Cook asked that an item regarding escaped animals be placed on a future Commission agenda. He also asked that consideration of injured animals and unclaimed animals be placed on a future Commission agenda.

The meeting recessed at 11:15 a.m.

The meeting reconvened in Executive Session at 11:30 a.m.

The meeting adjourned at 12:30 p.m.

May 20, 1996
ATTEST

Gini Barnett
PRESIDENT

Giselle Hauser
COMMISSION SECRETARY

c:3-18-96cm

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, March 4, 1996

9:30 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Monday, February 5, 1996, at 419 South Spring Street, Los Angeles, California 90013.

Members Present President Barrett and Commissioners Afriat, Avila, Cook and Robins.

APPROVAL OF MINUTES: The Minutes of February 5, 1996 were approved (Commissioners Avila and Robins were not present at this time.)

STATUS REPORT ON PUBLIC RELATIONS ITEMS

Peter Persic, Public Relations Director, gave a status report on the following items: On February 23, a Pit Bull attacked two small children in South Central Los Angeles. The story was reported by Channel 9 and Channel 4; both showed the Department removing the dog from the scene. The owner requested the dog be euthanized but it is still at South Central shelter for the ten-day quarantine period.

On February 24 a cattle truck overturned at the 210 and 5 freeways. The event was covered by KFWB radio, several television channels, as well as the Daily News and the Los Angeles Times. There was excellent coverage including an interview of Marshall Vernon, Shelter Supervisor, West Valley Animal Care and Control, and scenes of other Department staff rescuing the animals. The Los Angeles Times minimized the Department's involvement in the event. As a result, the Commission President sent a letter to the editor informing him of the Department's participation. The media portrayed the Department in a positive light and compared the Department with such essential services as the CHP and the Fire Department. Peter Persic stated that staff did an amazing job of working for eight hours to pull these animals out of the truck.

On February 27, 1996, the Department hosted Spay Day in the City of Los Angeles at the North Central Shelter. John Lee, representative from the Mayor's Office, was inattendance and presented to the General Manager a Spay Day in the City of Los Angeles Proclamation. Included in the program was a presentation by Jamie Pinn and Joyce Pieper on the importance of spaying and neutering. Also in attendance were sixth graders from Florence Nightingale School who participated in the program and toured the facility. Peter Persic thanked Jamie Pinn and Joyce Pieper for their work on this event.

On February 28, 1996, Commissioner Afriat was on KPFK, the morning show, and spoke about barking dogs. It was a very positive program, and helped the Department to create another media contact.

Peter Persic stated that he has been in contact with Councilman Svorinich's Office regarding an open house for the Harbor Shelter when the improvements are complete. He also has been working with Paw Prints Pet Photography, a mobile pet photo studio, on a fund raiser for East Valley Shelter. For $5 people can have a picture of themselves and their pet. Seventy- five percent of the proceeds will go to the East Valley Shelter. This event will be held on March 16.

The General Manager distributed to the Board photographs of the cattle incident that happened in Sylmar. He stated that Department personnel responded in a professional and skilled manner and worked hand-in-hand with the Emergency Equine Response Team, a group trained by the Department. The volunteers joined Department staff and did a wonderful job. Commissioner Barrett indicated that the Emergency Equine Response Team also brought their own equipment. She described the scene when she arrived and the work and time involved by staff and the Emergency Equine Response Team to remove the cattle from the accident scene. The General Manager stated that there were Animal Care Technicians, Animal Control Officers, Volunteers, Lieutenants and others. Their response was outstanding. He read a list of those people involved in this emergency. At a later Commission meeting these people will be honored. Seventy-four cattle survived and sixty-four did not.

Commissioner Afriat asked if there is a law on the books about DUI drivers where animals are involved. He also asked about insurance coverage to recoup costs to the Department.

The General Manager read a letter from Councilwoman Galanter regarding the coverage the Department received in the Los Angeles Times article and commending the Department and media relations staff for excellent work in getting prime coverage in the Los Angeles Times. Councilwoman Galanter stated that increasing the profile of the Department and calling attention to the challenges and problems it has faced following years of budget cuts is a positive step in addressing the Department's critical needs.

Consideration of Department of Animal Regulation Budget, Personnel and Facilities

Bernie Leichter, Personnel Officer, reviewed the Personnel Status Report dated March 4, 1996. Items discussed were: Animal Care Technician, Animal Control Officers, Director of Field Operations, Sr. Animal Control Officer, Veterinarian, and Veterinary Assistant. Other items discussed were the status of employees working and personnel working on special tasks/projects.

The Assistant General Manager gave an update on renovations being done at East Valley Animal Care and Control. Commissioner Avila suggested that a sign be put up at East Valley informing the public that the renovations were being done for the benefit of the animals. Design of the temporary facility at South Central is continuing with expected completion scheduled for July 1, 1996. Construction on the permanent facility will begin before year end. The alternations at Harbor Animal Care and Control are continuing.

The General Manager advised the Board that there are properties on the west side that are used by different departments in the City of Los Angeles. A private company has informally suggested that the City of Los Angeles trade some of their properties to the tune of $20+ million for the City of Los Angeles. Part of the concept includes moving the West Los Angeles shelter off the property with the private company building a new facility on a different site, in exchange for the present site; this would be at no cost to the City.

The General Manager stated that further budget discussions were held with the Mayor's Office. Commissioner Barrett stated that while a number of items were discussed, the most important was revenue. The point was effectively made that the Department must increase its revenue, and to do this, we need to look for additional ideas for revenue. The General Manager discussed a report regarding Section 53.12 and 53.15.3 LAMC for additional revenue from impoundment fees and an increase in unaltered animals' licenses. These are expected to bring in approximately $800,000 for the Department. The ordinance was drafted by the City Attorney's Office and will be considered and approved by the City Council in early April.

Phyllis Daugherty suggested as a revenue enhancement, the writing of citations for violations of the LAMC.

Consideration of Task Force on Rescue Organizations and Zoning Proposals

Commissioner Afriat advised that the Task Force Committee will meet again on March 12 to create a final package regarding cat kennels. The final package will be submitted to the Commission at the next meeting before it goes to City Council. The Planning Department is still studying the proposal for owners to have more than three dogs and the concept of some kind of certification for rescuers.

Phyllis Daugherty stressed that all rescue groups should be mandated to spay and neuter animals that are rescued and there should be early spaying and neutering of animals.

Consideration of Hours of Service Department is Open to the Public

Bernie Leichter, Personnel Officer, stated that the Assistant General Manager and he have met with three of the four unions affected. They discussed general proposals and three of the unions stated they would contact their members and see if there was any input from them and would get back to the Department. The Clerical union was contacted and their members are on record as being very opposed to any extended hours and split days off for their members. They are awaiting specific proposals to see if their members would be affected by this. The Board decided to go into Executive Session on this item at the end of the regular Commission meeting.

Consideration of Veterinarian Survey

Dena Mangiamele, Chief Veterinarian, discussed an information sheet she is sending to veterinary hospitals regarding their position on performing early spay/neuter surgeries. Dr. Mangiamele stated that she would add a paragraph to the questionnaire regarding the Department's pre-release program.

Consideration of Ad Hoc Committee on County Health Crisis

Dr. Mangiamele advised that the Department continues to have no support from the County at this time. Their Bite Investigation Unit is still closed. She stated that we do have participation through their biology laboratory for submitting heads for rabies testing. She continues to go to each shelter once a week to observe OBS animals. We have sent out a General Manager Directive on Rabies/OBS animals and an entire page on clinical presentations for the Animal Health Technicians if there are any questions that arise. At the State level there are currently several lawsuits that are being pushed forward associated with the County in not completing their role in bite investigations.

NEW BUSINESS

Consideration of Task Force on
Barking Dog Complaint Investigations
This item was continued.

PUBLIC COMMENTS

Phyllis Daugherty distributed posters regarding animal cruelty, and how it relates to child abuse, spousal abuse, and serial killings. She also mentioned that in Santa Monica if a dog defecates on someone's lawn, there is a $250 citation, and $75 if you just don't have a "poop bag" with you and are walking your dog.

Lois Newman discussed training of Department personnel on how to answer the telephone. She stated the telephone company comes in and trains for free. The General Manager stated that the Department does use the telephone company and their trainers are excellent and we will continue to use them.

GENERAL MANAGER'S REPORT
The General Manager stated that he sent a letter to Lieutenant Phipps, Shelter Supervisor at Harbor Animal Care and Control Center. Volunteer program hours were increased from several hours to over 800 hours in one year. A letter was also sent to Debbie Manos, Harbor Shelter Volunteer Coordinator, for her outstanding coordination of the volunteer program. He stated that he would like formal recognition to honor Lieutenant Phipps and Debbie Manos.

He stated that Proposition 197 will be discussed by the Inter-Governmental Relations Committee on March 5 and he will make a presentation on this item.

Linda Gordon, Sr. Management Analyst, distributed to the Board a memo from the General Manager dated March 4 regarding Pot-Bellied Pig Update. She gave a brief history on the Pot-Bellied Pig item. On February 28, 1996 Councilman Joe Wachs introduced an amendment to the Planning and Land Use Management Committee report requiring the modified CUP process in "RE" zones. Mrs. Gordon stated that the argument is about whether or not this item is a planning land use issue or whether it is an animal issue. She stated that the Department is firm on the fact that we believe it to be an animal issue and not a land use issue. Commissioner Barrett recommended that the Department write to all concerns involved in this issue and ask them to drop this subject. Commissioner Afriat stated that he is also inclined to drop this issue now. Commissioner Barrett asked that the

Planning Department be informed of the Department's position, and that they be asked to drop this subject because their stand does not serve the people or animals.

COMMENTS BY BOARD MEMBERS ON ITEMS NOT ON THE AGENDA

Commissioner Cook inquired about Section 53.11 (p) regarding Commission 'authority to release animals to qualified rescue groups free of charge. He asked that this item be placed on the next agenda.

The Board recessed at 10:55 a.m.

The Board reconvened at 11:05 a.m. and went in to Executive Session.

May 6, 1996
ATTEST

PRESIDENT

COMMISSION SECRETARY

c:3-4-96cm

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Tuesday, February 20, 1996

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Tuesday, February 20, 1996, at 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Barrett and Commissioners Avila and Cook.

Members Absent: Commissioners Afriat and Robins.

APPROVAL OF MINUTES: The Minutes of January 8, 1996 were unanimously approved with one correction. The Minutes of January 22, 1996 were unanimously approved.

STATUS REPORT ON PUBLIC RELATIONS ITEMS

Peter Persic, Public Relations Director, gave a status report on the following public relations items: On February 10, 1996, the second Pet Vaccination Day, underwritten by Pet Assistance Foundation, was held at Trinity Park in South Central Los Angeles. Twelve hundred dogs and cats were vaccinated, 180 animals were signed up for spaying and neutering, and 99 dogs were licensed or given applications for licensing. Jenny Abshire and Animal Rescue Volunteers participated. Lt. McDaniel and staff from South Central also participated. Channel 4 covered the event and Councilwoman Rita Walters was very pleased with the turnout. There was a Mobile Pet Adoption in Northridge which Bobby Dorafshar attended. This was a terrific success with media coverage. Mr. Persic advised that last week letters went out to solicit help, expertise, and support as the Department explores the possibility of licensing cats. This issue will be looked at by the Commission in April. On February 13, 1996 Dr. Mangiamele and Peter Persic toured the West Valley shelter with a reporter and cameraperson from Valley View News cable program. The story was a follow up to the earlier Los Angeles Times story. The Mayor has agreed to proclaim February 27, 1996 Spay Day in the City of Los Angeles.

Also on February 27, a class of fifth graders from Florence Nightengale Middle School will visit the North Central Shelter. There will be a presentation of the Proclamation by the Mayor, or representative, and the children will receive a lesson about the importance of spaying and neutering. Councilman Mike Hernandez also has been invited to participate. The media will be invited to attend this event.

Peter Persic displayed a draft sign he has been working on to publicize and make more visible the complaint form. The sign will offer citizens a very condensed, easy to understand, explanation of how they can follow through on a complaint, and also how they can register a compliment if they receive service that is above and beyond the call of duty.

Consideration of Department of Animal Regulation Budget, Personnel, and Facilities Update

The Assistant General Manager stated that the General Manager and the President of the Commission met with the Mayor's Office on February 14 and had an interesting conversation regarding the Department's budget. He stated that they look forward to some positive responses within the next three weeks.

The Assistant General Manager gave an update on the following facilities: On February 12, renovations to the East Valley shelter began. A few weeks ago, staff met with the Public Works Council Committee and gave an update on the construction of the new facility and temporary facility at South Central shelter. Completion of the temporary facility is scheduled for some time in July. Construction on the permanent facility at South Central is planned to begin in December, 1996, and completion is slated for July 1998. The Harbor shelter alterations are scheduled to be complete the week of February 26. The Public Relations Director is working with Councilman Svorinich's Office to set up a special event to celebrate the Harbor renovation. There will be construction started adjacent to the West Los Angeles shelter (Bundy Dr.) that will impact the parking lot. The Assistant General Manager and Derek Brown, West Los Angeles Supervisor, met with the contractor and the Bureau of Engineering and they assured the Department they will provide West Los Angeles shelter with fencing to secure the facility and the public's site lines to the animals. Construction work is expected to take about three weeks.

Bernie Leichter, Personnel Officer, gave an update on the Personnel Status Report as follows: Animal Care Technician - five appointments were made and we are awaiting the medical results. On March 4 he anticipates five additional regular appointments. This brings the authority up to 39 positions which is what the Department is authorized for that class.

Animal Control Officers - On February 2, the physical abilities test is to be administred. It is estimated that the list will be adopted by the Civil Service Commission on March 15, with interviews some time in April. In late April, or early May, the Department should have the Animal Control Officers on board. Filling our nine vacancies, this would bring us up to our authorized authorities of 51 positions.

Director of Field Operations - On March 9 the Advisory Written Essay will be administered. It is estimated that the week of April 8 Civil Service interrviews will be conducted and in May, the list should be adopted by the Civil Service Commission shortly thereafter. Department certification interviews will be held as soon as the list is available. It is estimted that the Director of Field Operations will be appointed in June, 1996.

Senior Animal Control Officer - The final filing date was February 15. Civil Service interviews should take place in March, and in April the list should be adopted by the Civil Service Commission. Department interviews should take place in May and the estimted start date for Senior Animal Control Officer is June 1996.

Veterinary Assistant - an Emergency Appointment is expected to be made on February 26. In March, the bulletin should be adopted by the Civil Service Commission. The final filing date for this examination is April 4, 1996. Civil Service interviews should take place some time in May, and in June the list should be adopted by the Civil Service Commission. It is estimated that Veterinary Assistants will be appointed in July 1996.

<u>Consideration of Leghold Trap Ordinances</u>
Commissioner Avila stated, unless he has missed something, there is no current ordinance, or policy or anything else, having to do with the types of traps used for any animal in the City of Los Angeles. Commissioner Avila gave a history regarding leghold traps from 1990 to 1993. In 1993 a memo went to City Council from the Department indicating that box-type traps would meet the demand for public safety and that the Department would eliminate the use of any type of leghold trap and not permit their use in the City of Los Angeles. This is the existing policy at present. However, there is no City ordinance that has ever been adopted by the City Council. There is no Commission policy, other than the coyote trapping policy, that makes any reference to traps whatsoever. Commissioner Avila made the following Motion, which was seconded by Commissioner Cook: "That Department staff be directed to bring some language back to the Commission in terms of a formal policy, and recommend language that we may transmit to the City Council that can be placed in ordinance form and added to the Administrative Code." (Unanimous approval, Commissioners Afriat and Robins were absent.) The ordinance would apply to all persons in the City of Los Angeles.

Michael Bell submitted to the Board a fact sheet which discussed ordinances and information for cities, counties, and countries that have banned leghold traps. He stated there is language which might assist the City of Los Angeles in fashioning language for an ordinance. He stated he would strongly support the ordinance.

Consideration of Complaint Process (Report on Number of Complaints Received

Bernie Leichter, Personnel Officer, indicated that since the last time the Commission discussed this item, the Department has received three, not counting two that just came in today. Of those three, two were regarding Department procedures. One was regarding an employee who refused to cooperate with the public. In the one regarding Department procedures, the employee was counseled regarding proper communication skills with the public. With the other two complaints, there was no evidence of any wrong doing.

Commissioner Barrett asked that a bullet-type cumulative report be prepared regarding this subject. She asked that the Department submit at the next Commission meeting a report from the beginning on this subject.

Phyllis Daugherty discussed two Animal Control Officers who participated at the Humane Society Conference in Las Vegas on their own time and own expense. They participated in everything and were among the most knowledgeable and most intelligent. She stated that there were no others, from all over the United States, that came on their own time and expense. She stated she is happy about the "Compliment Form" being developed. She also stated that the officers are afraid to do things because they are afraid of the complaints, but she feels as the officers get to know that the Commission understands, they will become less afraid of losing their jobs or being chastised when they are doing what is necessary.

Commissioner Barrett stated that often complaints are generated because employees are proceeding exactly according to Department policy, and people disagree to the policy. In those cases, it is not the employee's fault. It is something that needs to be brought to the attention of management and the Commission and then there can be discussion as to whether or not to change the policy. As long as the employee is proceeding with Department policy, (no matter how much people yell and scream, and the employees are the ones who get yelled and screamed at because they are the ones standing there), it is still not the employee's problem. It is management's and the Board's problem.

Michael Bell, Wildlife Protection League, distributed his letter dated February 20, 1996 to the Board regarding complaint forms and procedures. He suggested the concept of using an investigating committee for complaints such as used in the Police Department.

Commissioner Cook stated that if complaints are acted upon solely by supervisors at the shelters, then he feels there should be some other kind of adjudication. He recommended a quasi-review board that would be answerable to the Board of Animal Regulation, or one Commissioner who would be responsible for complaints. This would then transfer to another Commissioner on a quarterly basis.
He stated there needs to be oversight on complaints over and above the supervisor. After further discussion by the Board, Commissioner Barrett suggested having a periodic Executive Session where each complaint can be gone over in detail. She asked that the Department staff give a cumulative report on all complaints received by the Department to date and be prepared to discuss them in detail.

The meeting recessed at 10:45 a.m.

The meeting reconvened at 10:57 a.m.

<u>Consideration of Owner Turned-in Animals Policy</u>
Robert Pena, Shelter Supervisor, East Valley Animal Care and control, discussed his memorandum dated February 20, 1996 regarding Owner Turned-in Animals for January 1996 and his memo dated February 15, 1996 regarding Shelter Capacity. Under East Valley shelter, there were 68 percent of owner turned in animals that were adopted. There were 227 animals impounded and 141 animals were euthanized with 72 hours due to illness, injury, or other reasons making the animal unsuitable for adoption. At the Harbor Shelter there were 41 percent of owner turned in animals adopted and 28 euthanized. At North Central shelter 74 percent of owner turned in animals were adopted and 170 were euthanized. At South Central 38 percent of owner turned in animals were adopted and 204 animals were euthanized. At West Los Angeles 88 percent of owner turned in animals were adopted and 47 were euthanized. At West Valley shelter 54 percent of owner turned in animals were adopted and 30 animals were euthanized.

Robert Pena discussed the shelter capacity at all shelters as follows: At West Valley there are 70 dog runs. Assuming there are three dogs per run, the shelter could hold 210 animals; at five dogs per run, the shelter could hold 350 animals. He stated, however, as of February 15, 1996, at East Valley there were 15 "Keep Alone" dogs which means 15 runs out of 70 runs were keeping one dog per run. These dogs were Staffordshire Terriers, and other types of dogs that had to be segregated because they are fighters, under observation, or under treatment.

Robert Pena also discussed the number of cat cages and their holding capacity as follows: West Valley - 99 cages; North Central - 64 cages; East Valley - 75 cages; South Central - 29 cages; West Los Angeles - 69 cages; and Harbor 69 cages. If there are two cats per cage, it would double the capacity at each shelter.

Commissioner Barrett stated that she would like to obtain some sort of ratio between the volume coming into the system and the size of the system and its capacity to hold all that is coming in. She stated that what she would like added to the statistics are figures that show the average load and what the times of the year are for puppy and kitten season and how that changes the statistics.

Robert Pena indicated that last week at South Central the daily average was 137 dogs, or 143 percent of their whole cage capacity of 96 cages. For cats, South Central had 34 cats as a daily average, or 117 percent of their normal load.

Commissioner Barrett stated that it is a worthy exercise to try and understand the capacity of our shelters and asked that Robert Pena come back with information as requested.

Michael Bell discussed the owner turned-in animal policy in Portland, Oregon. He discussed how Portland increased their animal adoptions by over 100 percent and that the humane organizations were able to adopt those animals who were not fractious or seriously ill. Portland gave those animals to the humane community and in many cases they handled the veterinarian bills for animals which were ill. Those animals that were healthy were eventually adopted out and any revenue that was acquired through the humane community was turned over to the department as a percentage. Portland turned over those animals to bonfide 501(3)(c) humane organizations. Michael Bell also discussed his concern about proof of an animal really being turned in by the real dog owner.

Janet Heaney asked that any vote on the owner-turned in animal policy be delayed until a review of all complaints can be made for the last two years. She stated according to the Public Information Act 6250, information should be available. She said they would be willing to go through the files and compile it so they can take a look and see what the history has been at the shelters regarding owner turned-in animals.

Jamie Pinn, Pet Assistance, discussed the current policy regarding holding animals for 72 hours. She asked if an animal is turned in at Saturday at 4:00 p.m. and the shelter is closed on Sunday and Monday, then how much of a chance does even a most adoptable animal have on Tuesday. She stated there is lack of communication to the shelters by management to employees.

Commissioner Barrett asked that Management make sure the information is clear to the shelters that hours means "hours open", not hours by the clock. Commissioner Cook asked that shelter staff be given that information immediately.

Bobby Dorafshar discussed owner turned-in animals having the chance to go through the Mobile Pet Adoption process. He also discussed how important education of the public is and educating shelter personnel on how to solve little problems. He feels the Department should give the owner turned-in animals more than three days.

Commissioner Barrett thanked Bobby Dorafshar for his work on the Mobile Pet Adoptions. Bobby Dorafshar placed 50 animals on the last Mobile Pet Adoption. Commissioner Cook asked Bobby Dorafshar if the owner turned-in animals were free of charge, would he have a problem placing these animals. Bobby Dorafshar stated they could not only go out through Mobile Pet Adoptions, but be placed into foster homes.

Commissioner Barrett suggested Bobby Dorafshar and Commissioner Cook prepare a written proposal and come back to the Commission on this item.

Phyllis Daugherty discussed the number of animals kept in cages. She stated the SEACCA has the 72-hour holding policy and they have 5 to 6 animals per cage and it is a disaster. She stated that it is nice to talk about Portland Oregon and other areas where they have other programs, but we don't have these programs. We have to take that into consideration. She compared the owner turned in animals that are not adoptable and are held while other adoptable animals are being put down. She stated that we have to balance this and remember that all of these animals were pre-owned.

Commissioner Barrett stated that the thing we have to not lose track of is that the law requires that we hold stray animals for a certain period of time. If we overload the capacity of the shelters, we are going to reduce those animals' opportunity to get adopted. We are trying to be cautious here. We have a flood of animals owned and not owned, and strays that we have a required holding period for. She stated she does not want the strays to come out of the holding period and be put down instanteously because we have given owner turned-in animals the entire capacity of the shelter.

She stated she does not want to put the stray animal population segment in greater danger and reduce their opportunity for adoption because we have been rigid on the owner turned-in animal policy.

Commissioner Cook recommended turning over owner turned-in animals free of charge.

Dr. Mangiamele, Chief Veterinarian, stated that when an owner brings in an animal, and that owner changes their mind after talking to someone, we still do not know what happens to that animal when it goes home. She discussed sick and fractious animals that come into the shelters and stated she does not personally feel comfortable allowing those animals to go out, no matter what kind of training someone feels that they will be capable. In a trainer's hands she feels comfortable, but we are not sending these animals to very experienced, qualified trainers, and that is the problem. She stated she is very concerned about that one fractious animal from the shelter that gets placed, and kills or maims a small child. She stated that stray animals may have to be euthanized for our over population problem in order to hold an owner turned-in animal that may be fractious or a diseased animal. We are going to be euthanizing healthy animals to hold possible diseased or fractious animals. She stated that she wanted the audience to understand that she appreciates all their work in getting the animals out of the shelters to quality homes, but she thinks we need to think about some of these other things.

Commissioner Barrett stated that there needs to be a process or system where there is a triage criteria for where and when and how the decision is made to euthanize an animal. She stated that what we are discussing is giving owner turned-in animals privileges and protections that other animals in the system do not have. "That is where the resistence for some of us is coming from."

Dr. Mangiamele stated that most of the owner turned-in animals that she sees are turned in for legitimate reasons, sickness, injury or age.

Commissioner Cook stated that one of the things that they are trying to defend against are those animals that people bring in as their own, when the animal, in fact, is not theirs. He stated that he runs into people daily who are scared to death when their animal is missing that their animal is going to be put to death within an hour.

Commissioner Barrett stated that animals are not euthanized within an hour unless they are sick or injured.

Dr. Mangiamele said to Commissioner Cook, "I personally feel with people in the shelters and their expertise in terms of seeing the numbers of animals that come in, it is unfortunate that you react that way because that is an exact feeling of how they feel about what happens here and that is unfortunate that you display that." Dr. Mangiamele stated that she thinks a lot of times people will make comments of their concerns about these things, but if we don't have evidence to back it up, it just becomes heresay and comments, and I think you hear a lot of that.

Ron Vardi suggested that some of the concerns about owner turned-in animals can be alleviated by the shelters being open on Sunday.

Commissioner Avila asked that something be put in writing before the Owner Turned-In Animal item is placed on the Agenda again.

Consideration of Hours of Service
Department is Open to the Public
The Assistant General Manager advised that last week the Department met with two of the employee unions and gave them a general briefing on what had been discussed, such as, changing the hours, working on Saturdays and Sundays, being open later in the week, split days off during the week, etc. Both unions indicated they would be contacting their membership and responding to the Department in writing. The Department will be meeting with another union tomorrow and will give them the same information and request a response in writing. They may have some suggestions and look to modifying our employees' work schedules as well; we are talking about 9/80's or 4/10's. If the unions have suggestions on how to meet our goals of having the shelters open more hours for the public, the unions will do so.

Wayne Mitchum discussed security for Clerks at the shelters and stated that they have to deal with the public and handle money, putting them at risk. He stated that he felt Sunday would be slow at the shelters. He asked for security for clerical staff.

Wayne Mitchum stated that the clerical staff with whom he has been in contact are not happy with the situation. Some of them are leaving. He said if you extend hours, the Department will need more personnel.

Consideration of Equine License Fees
Commissioner Barrett stated that the equine community has been informed that not one penny of the equine license fee is dedicated toward equine projects and that it goes into the General Fund. That flies in the face of what they had been told by Recreation and Parks which is that it would go into a fund and be dedicated toward trails and equestian parks. Therefore there is no reason, according to the equine community, for supporting an increase in an equine license fee. She stated that Councilman

Wachs says unless the equine community supports an increase, he will not allow it to happen. Commissioner Barrett stated that the Department needs to work with Recreation and Parks to come up with some sort of description as to exactly how this process works. It will have to be a joint project. We can write a friendly letter to the equine community and put it into all the equine magazines and newsletters for all the different organizations and try to correct the mistaken impression and solicit their support of the fee and make a case as to why that is good for them.

The Assistant General Manager indicated that the establishment of a specific fund approved by the Council can be done. He stated that the Department can prepare a report for the Board on that.

NEW BUSINESS

Consideration of Release of Sick and/or Injured Animals to the Humane Community

Ron Vardi stated that he has spent a long time at the East Valley and West Valley shelters in the infirmaries. He stated that the majority of the public does not enter the infirmary. These animals do not get enough exposure. He stated that in most cases, these animals are treated well. He has spent a lot of time at West Valley and has talked to the AHTs for many years and the AHTs have told him that with a little more treatment the animals can be rescued and saved. Ron Vardi recommended that these animals be released to volunteers who can take them to their own veterinarian to save them. He stated that he has saved from 50 to 70 cats from the infirmary over the last two years. He said that 90 percent of the cats he got had respiratory problems and were treated and recovered within a week. He recommended that the Department allow volunteers to take these sick animals, at no cost, to the humane community. This would save the Department money. He stated that he works with the AHTs to find out what is wrong with some of the animals, and so far they have been accurate, and the cat and dog usually make it.

Commissioner Barrett asked that Department staff look into this and reschedule this for a future meeting.

Commissioner Avila asked for statistics on the number of sick and injured animals and where they are housed.

Linda Gordon, Sr. Management Analyst, stated that 20 - 25 percent of animals at the shelter are either sick or injured, and that does not include those animals that become sick when they are in the shelter.

PUBLIC COMMENTS

Wayne Mitchum stated that he had not seen any one of the people attending the Commission volunteering at South Central shelter, or even assisting people there.

GENERAL MANAGER'S REPORT

The Assistant General Manager advised the Board that Linda Gordon will be at the Planning Land Use Management Community today on Pot Bellied Pig issue. Commissioner Barrett asked what the status was on the two goals of (1) gaining revenue from the licensing of Pot Bellied Pigs, and (2) making Pot Bellied Pigs legal. She stated she is opposed to any process that deals with Pot Bellied Pigs that doesn't accomplish at least one of the goals. She asked that the Department monitor this and if at some point where it becomes unproductive, to tell Planning Department that the Commission requests that they drop it. A status report was given on Department projects requiring Council and/or Mayor Approval. Items discussed were as follows: Dog and Cat Spay and Neuter Services; Pet Vaccination Clinic Services; License Fee Canvassing Services; Microchip Identification System; License Increase and Impoundment Fees.

The meeting adjourned at 12:15 p.m.

April 8, 1996

ATTEST

PRESIDENT

Giselle Haupt

COMMISSION SECRETARY

a:2-20-96cm

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, January 22, 1996

9:30 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Monday, January 8, 1996, at 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Barrett and Commissioners Afriat, Avila, Cook and Robins.

APPROVAL OF MINUTES: None.

STATUS REPORT ON PUBLIC RELATIONS ITEMS

Peter Persic, Public Relations Director, stated that during the last two weeks, the Department has been busy with the adoption of the Marylou Rossignol animals. Two days before the adoption of these animals, tours were conducted for all television stations at North Central Shelter. Dr. Mangiamele, Chief Veterinarian, was available for interviews and discussed the animals' conditions when they were brought in, and the Department's work in rehabilitating them for adoption. The Department had a tremendous turnout. Most of the major television stations showed up and filed reports that night. Channel 2 came back and did a live remote intro into their segment for the 5:00 p.m. news. On Saturday, the day of the adoption, Channels 2, 4, 5, 7, 9 11 and 13 showed up and did extensive positive stories on the animals adopted. KNX Newsradio ran spots throughout the day about the adoption. KFWB reported on the event. The Daily News ran a very nice article with a positive headline and story. The staff at North Central Shelter did a tremendous job of making the animals available, helping people with the animals and giving information. All of the Rossignol animals were tagged. Bob Pena and North Central Shelter did a terrific job of keeping everything running smoothly, and they are to be commended for that. Twenty three dogs out of 32 were adopted, and 21 cats out of 27 cats were adopted. It was a very successful event.

President Barrett asked if people coming in were interested in seeing the Rossignol animals in particular. Mr. Persic stated people were especially interested in the Rossignol animals. He mentioned that there was a Chihuahua named "Peanut" which was on Channel 2 on Thursday night and there were several people in line before the doors were open at North Central Shelter who wanted to adopt it.

KNX Newsradio named Phyllis Daugherty "Citizen of the Week" for her program "Toys for Pets". Phyllis Daugherty mentioned that she has heard from people who are interested in having Toys for Pets as a year-round program.

The Department is developing a promotion for "Spay Day USA" on February 27 in conjunction with the Los Angeles Public Relations firm for the Doris Day Animal League to coordinate our efforts.

Councilmember Rita Walters has scheduled the second "Pet Vaccination Day" for Saturday, February 10, in South Central Los Angeles. The last event was an extremely popular event. Mr. Persic indicated that for the February 10 event, he will be working with Councilmember Walter's Office more extensively on getting coverage.

UNFINISHED BUSINESS

Consideration of Department of Animal Regulation Budget, Personnel and Facilities Update

The Assistant General Manager gave a status report on personnel items as follows: Four new Animal Care Technicians started work and two additional Animal Care Technicians will begin work in two weeks. The Physical Abilities test for Animal Control Officer will be given the week of January 29. The Department will be participating in pre-interviews of those who have passed the examination to speed up the process and possibly save a month's time. The Director of Field Operations final filing date for examination is January 31. For the position of Sr. Animal Control Officer, discussions are being held with the Personnel Department regarding the bulletin and the examination. A Sr. Clerk Typist was hired off the "lay-off" list for the Harbor Shelter. Mr. Greenwalt stated that she was doing a great job. The Sr. Management Analyst position has been filled by Linda Gordon. The Department received approval to fill three recently vacated Veterinary Assistant positions. Two of them have been filled and the third one will be filled very shortly.

President Barrett asked about the job bulletin for Animal Care Technician. She stated that Animal Care Technicians are the

primary positions that interact with the public. She inquired about what is incorporated in the bulletin as to their ability to serve the public. The Assistant General Manager indicated that in addition to their animal skills, the Department does emphasize that they do have a great deal of public contact. He stated that we need to take this a step further after they are on board. President Barrett indicated we need to look at training and re-training because this is an area where the Department is breaking down the worst. One of the most critical crises we face is the lack of the ability for these folks to deal with the public effectively. The Assistant General Manager indicated that the last group of ACTs hired will be going through a week of training, not just on-the-job training, but in the classroom. The General Manager and Shelters Supervisors will discuss what will be expected of them. Generally they will be expected "to wear a white hat" when they deal with the public. President Barrett requested that during the training that one of the Commissioners get involved in the program. She stated that this is critical and very important. It is time for a new attitude. She stated that the number one priority is to move animals out of the shelters and if we can't serve the public and make adoption user friendly and make people want to adopt those animals, and make it easy for them to adopt those animals, we are not helping ourselves or the animals. It is the top priority to get the animals adopted.

The Assistant General Manager stated that the General Manager has contacted Chris O'Donnell, Mayor's Office, to set up a meeting to see what the preliminary budget situation is for this Department. He stated that the Department will keep the Board informed about this meeting.

Jerry Greenwalt thanked Commissioner Avila for moving the motion through Council to approve transfer of funds to General Services for construction projects. Construction on the East Valley Shelter should begin in 30 days. The Council's Public Works Committee asked the Department for a status report on all three construction projects including East Valley, Harbor and South Central. On the Harbor Shelter, General Services has begun building counters for the public and volunteer area. For the South Central construction project, we are moving along on schedule. Construction on the permanent South Central facility should begin in April, 1997. Construction on the South Central temporary facility should begin on July 1, 1996. An Alteration and Improvement request has been received from North Central Shelter regarding water in the kennel areas. Councilman Hernandez has indicated that he would like to help the Department move this forward through General Services.

Commissioner Afriat asked the Assistant General Manager if it would be legal to have temporary assessments of fees at particular shelters targeted for improvements at a shelter.

President Barrett indicated that in order to do this, it would have to go through the City process and be approved. She stated all revenues raised by the Department would go into the General Fund. Any designation process would require approval by the City. She recommended placing something in Shelter lobbies which states that the Department is trying to do "X,Y,Z", please contribute. Those funds would go into the Animal Welfare Trust Fund.

Commissioner Afriat stated that we have talked in the past of donation requests going into the mailers for license renewal. It was suggested that the Public Relations Director work on these projects.

Consideration of Task Force on Rescue Organizations and Zoning Proposals

Commissioner Afriat asked that the following item be placed on the next Commission Agenda under New Business: Consideration to Discuss and Approve Recommendation to Amend Section 53.00 LAMC - Definition of Cat Kennels. He stated that it has been confirmed that the only restrictions having to do with individual ownership of cats is in our own Codes and not in the Planning Department Codes. Dogs are addressed in Planning Department Code. The Department's own Code would have to be consistent with the Planning Department Code and we would have to change both at the same time with relation to dogs. In regard to cats, the Department can make recommendations to Council for change. Commissioner Afriat stated that he will be bringing forward a recommendation that language be deleted in terms of numbers for cats. He stated he is meeting with the Planning Department next week regarding number of dogs individual owners can have. Planning Department is open to the increase in the number of dogs for individual owners, as well as rescue organizations. Commissioner Afriat stated that the Task Force is also looking at some kind of program where the Commission has a task force that makes recommendations to them regarding certification of rescuers on an annual basis. There would be some nominal fee to our Department for that certification and then the Department would make a recommendation to the Planning Department to issue a conditional use which would be a different type of conditional use then we presently have. Neighbor signoffs would waive a public hearing. The Zoning Administrator would have the right to grant them without a public hearing, and whatever window of time that we recommend they be certified.

Commissioner Afriat stated that the task force is looking into creating some kind of a task force under the Board of Animal Regulation where each Commissioner would participate in selecting who would do the site visits. He stated that the Planning Department has been open and receptive to this concept. The problem they are facing is that the rescue organizations have not been certified.

In the past, there has not been a way for the Planning Department to differentiate between the good operators and operators that are not good. We have to be able to assure the Planning Department that we can do that. This could also be an opportunity for the Department to look at fee generations.

Consideration of Department Reports -
General Manager's Period Report
This item was continued to the next Commission meeting.

Commissioner Cook arrived at the Commission meeting at 10:25 a.m.

Consideration of Pot-Bellied Pigs
Linda Gordon spoke regarding a meeting on Pot-Bellied Pigs she had with the Planning Department. The basic issue regarding Pot-Bellied Pigs was whether or not it is a land-use issue or an Animal Regulation issue. Mrs. Gordon stated that the discussions came down to an agreement on minimum lot size for keeping Pot-Bellied Pig. The consensus was that Pot-Bellied Pigs should be kept out of multiple dwellings, such as apartments and condominiums. A meeting will be held in two weeks with a recommendation on the minimum square feet of lots for the keeping of Pot-Bellied Pigs. Mrs. Gordon stated that the Pot-Bellied Pig is an Animal Regulation issue which falls under the permit process of the Department. Mrs. Gordon stated that the Department recommends that a limit of two Pot-Bellied Pigs per residence be allowed.

Consideration of Hours of Service the Department
is Open to the Public
The Assistant General Manager indicated that in accordance with the Department's Personnel Ordinance, we have authority to deploy people on Saturdays, Sundays and Holidays. However, this has to be discussed with the unions. He stated that management would be meeting with the union next week. This item was continued to the next Commission meeting.

Consideration of Cat Licensing
President Barrett distributed to the Board and humane organizations a memorandum dated January 22, 1996 from her regarding Cat Licensing Summary. The report provided a comprehensive summary of the status of cat ordinances in the United States. The objective of this report was to initiate discussions about the potential for a cat licensing ordinance in the City of Los Angeles. President Barrett asked the humane community to review and comment on the report and for each group to submit in writing, their recommendations on what a cat licensing ordinance should address. It was asked that they respond within 60 days.

President Barrett asked Department staff, with the assistance of the humane community, to put together as much information as possible on the population, and problems of cats in the City of Los Angeles in this point in time, and to come back to the Board with their report within 60 days.

Commissioner Avila asked that the humane community respond in writing what their feelings and recommendations are and to what extend they are willing to back the Department before Council on this issue.

President Barrett asked for the following information: What the cat population in the City of Los Angeles is (for both owned cats and feral cats); what is happening to them out there; and why improving their fate is something the Council should care about.

Lois Newman stated that the Task Force has to come up with change in law to increase the number of cats allowed before one can even think about cat licensing. She stated that because of the fear factor of the public, you will not get compliance for cat licensing.

Joyce Pieper, Fund for Animals, stated that she does not recommend that feral cats be a part of licensing program.

It was requested that recommendations be sent to President Barrett within 60 days. The Public Information Director was asked to prepare a mailing on this issue to the Agenda mailing list, including LASPCA, HSUS, AHA, etc.

Consideration of Leg Hold Trap Ordinance Proposals

Michael Bell spoke before the Board and stated he was going to gather information from other States regarding animal damage review reports. It was requested that this item be placed on the Agenda in 30 days.

Consideration of Volunteer Program to Scan Animals for Microchips

The Assistant General Manager stated that because the Department is in process of making a recommendation to the Board of Animal Regulation regarding a microchipping corporation, the City Attorney advised against the Department being involved in a volunteer program to scan animals. Until a contract is signed and it goes through the City Council, it is best not to be involved with a volunteer program.

Consideration of Recommendation by Department on Microchipping Request for Proposal (RFP)

The Assistant General Manager requested that this item be held over for two weeks for the Department's further review.

The Commission was asked to please submit any comments they may have regarding the Microchip RFP. It was requested that this item be placed on the next Commission Agenda.

Consideration of Owner Turned in Animals Policy

Robert Pena, Shelter Supervisor, East Valley Animal Care and Control, submitted a memo to the Board dated January 20, 1996 regarding Owners Animal Report. His report listed the number of owners animals turned in at each shelter and the disposition of those animals from December 1, 1995 through January 15, 1996. The Assistant General Manager stated that in the future the Department will have statistics on those animals that may have been euthanized prior to the 72-hour holding period and noting the reasons for this. President Barrett asked that information be gathered regarding what kind of pressure the 72-hour holding period in placing on other animals and whether or not it is accelerating the euthanasia of other animals in order to hold owner turned in animals for a 72-hour period.

Robert Pena stated it could vary from month to month and time of year. During kitten season, when we hold owner turned in animals, the Department may have to destroy other animals.

President Barrett stated that there is a difference between stray animals and owner turned-in animals. The law requires that we hold strays in order that the owner can find them. When an owner turns in an animal, the Department knows the owner is not out there pounding the pavement looking for their animal. When pushed against a wall, President Barrett stated it is the law protecting the stray animals for a period of time that has to set the maximum criteria.

Robert Pena gave the following statistics on owner turned-in animals which were destroyed within a 72-hour period by owner's request because the animals were sick or injured: At East Valley - 25 percent; at Harbor - 3 percent; and at South Central - 18 percent.

President Barrett asked what impact the 72-hour holding policy for owner turned-in animals has had on the adoption rate for owner's animals. Bob Pena stated that he looked at something like this over a year ago, and that he found that about the same number of owner-turned in animals were being destroyed as are now being destroyed. He stated that he doesn't think that we will see a whole lot of difference. He stated that once we come into the kitten season, many of the owner-turned in animals will be destroyed as soon as the 72-hour time limit comes up.

President Barrett asked if the Department can survive holding owner-turned in animals for 72 hours when we have even more strays coming in which we are required to hold for seven days .

Robert Pena stated that some districts will be able to do it easier than others. One thing we will look at is moving animals from shelter to shelter, however that takes staffing as well.

Commissioner Afriat asked about the statistics for those owner-turned in animals that are transferred to other shelters. Robert Pena indicated that only strays are transferred to other shelters after the seven-day holding period.

Commissioner Cook discussed his earlier concern about animals being turned into the shelters by people who were not the owner, and the fact there was no way to identify these people as the dog owner. The major problem he saw before was that if a disgruntled neighbor, or someone else, turned in his animals, he would only have a few hours to find his animal. He stated that was the original impetus for the 72-hour holding period for owner-turned in animals.

President Barrett stated that she has a problem with that because the Department does not have one single demonstrated incident of that ever having occurred. She stated that she has a hard time recommending turnovers of policies and changes of direction to solve a problem that is currently in the imagination.

Commissioner Cook stated that the owner turned-in animals should be allotted the same seven days as stray animals.

Commissioner Afriat asked what the capacity of each shelter is for holding animals. President Barrett stated it depends on what type of animals are in the shelter. For example, if an animal is fractious and aggressive, the animal has to be separated. If animals are friendly, then more dogs are put into one cage.

The Board asked that Robert Pena put together a report on the range of the holding capacity for animals for each shelter. There was further discussion regarding shuttling of animals to other shelters when necessary. Robert Pena stated that the Department staff is very supportive of this if volunteers can help. However, with the current staffing, it would be difficult to do.

Commissioner Afriat stated that if we use volunteers for the shuttling of animals, there would be legal issues, training, etc. He stated that the length of time an animal is held is only one way to look at a solution, but we should not limit ourselves to that solution.

President Barrett stated that she has learned that every time we stick our finger into something and push, something pops out the other side. She wants to know what is popping out the other side before she pushes, and is not comfortable about leaping into the void, without some kind of foundation under her.

Commissioner Cook stated that there has to be a policy in place where those people who have lost their animals through nefarious means can have some confidence in the Board and the people who work at the shelters.

Linda Gordon, Sr. Management Analyst I, stated that instead of looking at the ability of government to handle the problem by building more and bigger and better kennels, perhaps looking at the genesis of why people turn in animals would help. She stated that a survey of those reasons would give the Department a better insight for the Department to attenuate the problem.

President Barrett asked that staff develop a checklist to be presented to owners who turn in their animals in order to get a handle as to why people are turning in animals. She asked that the Department keep that information.

Michael Bell stated that he received information from John Rowton, Communication Information Specialist, Portland, Oregon regarding their Owner Turn-In Release Program. Their policy is to charge a release fee of $15 and a euthanasia fee of $25. Portland asks questions about the person turning in an animal, gathers veterinarian information and gathers information about the animal's behavior. All animals are available for adoption. Michael Bell stated that the shelter adoption rate for all animals in Portland has gone from 7 percent to 51 percent in the past year.

Ron Vardi spoke before the Board regarding owner turned-in animals and stray animals being given the same holding period. He also spoke regarding the Department allowing the humane rescue groups to have the option to take injured or sick cats that an AHT cannot handle and be released through 501-c with no fee, either immediately or past the 72 hours, because it would save the Department money in euthanizing cats or dogs.

June Roberts spoke before the Board and agreed with Ron Vardi regarding releasing sick or injured animals through 501-c with no fee.

Commissioner Afriat stated that at the last Commission meeting several public comments having to do with members of the Department's staff were made. He said, "we as a Commission, and this Department, cannot restrict any public comment having to do with items affecting this Department, so I am speaking as an individual Commissioner. I do want to remind members of the public that this Department and the Commission has a policy of not attacking individual employees. It is a policy that during the public comment period that we cannot enforce, but it is our desire to not have any employee of this Department named by name, or attacked in a public forum. As an individual, and one of five people sitting here, I am not willing to listen to that.

I will get up and leave if that happens again at any future public comments period. I certainly invite members of the public to talk about anything they wish, and if they have personnel issues, to direct them to me or any other members of the Commission in writing, or even verbally in private. I feel strongly that that should be honored, and employees of this Department should be given every benefit of the doubt and my assurance as a Commissioner that any employees that have violated City policies, or any laws or regulations, will be treated in a very forceful way by me and, I believe, the Commission, once it is investigated. That is my own individual position as a Commissioner, and if there are only three people here, I am willing to break a quorum."

Commissioner Robins agreed with Commissioner Afriat.

President Barrett stated that the Commission spent eight months in public hearings developing a complaint process which most of the people in the Commission room participated in. The complaint process was specifically developed for those types of complaints. She stated that she concurs with Commissioner Afriat and stated that she is willing to break a quorum. She stated to the public if they wish for the meeting to continue and for other people to be heard, she suggested they refrain from attacking individual employees.

PUBLIC COMMENT

Wayne Mitchum spoke before the Board regarding humane organizations that come to the shelter and they outbid a citizen for an animal. He stated that it is not fair for the citizen who wants the animal. He also stated that employees are often subjected to members of the public who have come into the shelter and believe they have the right to be rude. He also stated that he is concerned about the hours at the shelters and that there have been people coming into the shelter without yellow cards.

Joyce Pieper, Fund for Animals, spoke regarding spay and neuter vouchers and the fact there is no more money for vouchers.

Lois Newman spoke regarding spay and neuter vouchers. She also stated that humane groups spend money feeding and caring for animals that are rescued from the shelters.

Michael Bell spoke regarding stray animals and suggested unless there is a call to pick up a stray animal, trucks should not go out and look for them.

GENERAL MANAGER'S REPORT

Linda Gordon, Sr. Management Analyst, spoke before the Board regarding the Veterinary Fee Schedule which will become effectiove February 7. She stated that the lowest bid for publication of this fee schedule is $600.

Mrs. Gordon stated that the City Council has assumed jurisdiction over the decision of the Board of Animal Regulation dated December 18, 1995 regarding barking case No. 95100WV, Karen Pyle. Public Safety will hear the matter today and City Council will hear the matter on January 26, 1996. President Barrett mentioned that this case is about a neighborhood dispute. She stated that this case has been to the Commission three times. Each time the Commission has come to the same conclusion that there should be some restrictions to the owner to ensure the neighbor's piece of mind, but in no case did the Board feel there was such a serious problem that the dogs had to be removed or destroyed. The complainant went to the Council and asked that the dogs be removed and destroyed. President Barrett stated that this case has been referred to the City Attorney's Dispute Resolution groups a couple of times and the complainant has been unwilling to participate in that. She stated that every time they have come through, the Commission has informed them that their problem is not the dogs, it is that they do not like each other. President Barrett stated that we welcome the Council's attention to this matter because we are looking for a way not to accept these cases. Commissioner Afriat stated that he briefed Councilwoman Chick regarding this case and he will be contacting other Councilmembers. Linda Gordon stated that the Council has two options in this case: Concur with decision of the Board and the Motion would be received and filed, or they can overturn the decision of the Board, in which case it would revert to the decision of the General Manager to revoke the license.

Linda Gordon stated that all 20,000 vouchers printed for 1995-96 have been issued to the participating humane organizations. The Department's Fund 543 (generated by $2 from dog licenses) is nearly depleted. The Board will be receiving a full report on this including an accounting breakdown. She also stated that it appears that 16,000 vouchers (81%) were used for cats. There is $270,000 in Fund 543 for vouchers and anticipate we will pay out $247,000 and $40,000 in other spay and neuter programs. The Department anticipates a deficit of $17,000 if it continues relying on the present $2 from each dog license.

President Barrett stated that during her time as a Commissioner there has never been an estimate of an unlimited number of vouchers. She stated that in the past, it was requested that vouchers be turned out on a quarterly basis. Linda Gordon requested that this item be placed on a future Commission agenda. President Barrett asked that a report be submitted which shows the impact the vouchers have made for the humane organizations in reducing impounds.

GENERAL MANAGER'S REPORT

Jerry Greenwalt distributed pictures of an "alumni" from the Harbor Shelter and letter from the alumni's new owner. Lt. Phipps, Harbor Shelter, sent information showing volunteer hours which went from zero hours in the first quarter of 1995 to 826 hours by the end of December.

COMMENTS BY BOARD MEMBERS ON ITEMS NOT ON AGENDA

Commissioner Robins suggested that a Complaint Form should also be generated by employees. It should be the same for the public or volunteer as well as an employee.

Commissioner Cook discussed working with Department of Water and Power and putting flyers in their statements. He asked that this item be placed on the next Agenda.

Commissioner Afriat asked that a speaker card requirement be put on the Board's Agenda and that it be enforced.

The Board recessed for an Executive Session at 11:47 a.m.

The Board reconvened at 1:10 p.m.

It was decided at the Executive Session that the personnel item be continued to January 30, 1996 at 9:30 a.m. at the Alliance of Motion Picture and Television Producers, 15503 Ventura Boulevard, Encino, California 91436.

The meeting adjourned at 1:12 p.m.

February 20, 1996
ATTEST

Gene Barrett
PRESIDENT

Giselle Hauser
COMMISSION SECRETARY

c:1-22-95cm

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, January 8, 1996

9:30 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Monday, January 8, 1996, at 419 South Spring Street, Los Angeles, California 90013.

Members Present: Vice-President Avila and Commissioners Afriat, Cook and Robins.

Members Absent: President Barrett

APPROVAL OF MINUTES: The Minutes of December 4, 1996 were unanimously approved.

STATUS REPORT ON PUBLIC RELATIONS ITEMS

Peter Persic, Public Relations Director, stated that since the last Commission meeting, the media has been kept informed regarding the Mary Lou Rossignol case. Channel 13 has been following that case and the forthcoming plans for adoption of the animals. A press release was sent out to all media regarding adoption of the animals. The General Manager indicated that Mary Lou Rossignol was found guilty to two counts of inappropriate housing of animals. There is a $130,000 lien in expenses in this case. Ms. Rossignol was given 10 days notice to redeem her animals. As of this date, she has not done so.

KNX Newsradio has aired the Toys for Pets PSA's a total of 17 times during the month of December. The airtime is valued at over $2,700.

The Public Relations Director indicated that he has met with Jamie Pinn and Joyce Pieper and that they are developing a program to promote Spay Day USA in Los Angeles which takes place on February 27. He has also contacted the Los Angeles PR firm for the Doris Day Animal League to coordinate our efforts.

The schedule has been set for the 1996 Anti-Rabies Vaccination Clinic. Flyers and press releases promoting the clinics held in January, February and March have been produced and distributed.

In honor of Animal Health Technician Jerry Kraus, who died suddenly over the Christmas holiday, a resolution is being prepared for the Commission to present to his family. Staff is considering additional actions to honor Jerry Kraus. The General Manager stated that Jerry Kraus was a true ambassador for this Department and the City. He was one of the most well respected employees, not just by his peers, but by the humane community. It is a terrible loss. A request has been made to Councilman Bernson's Office for Council to adjourn in memory of Jerry Kraus.

Commissioner Afriat inquired about the Rabies Clinics notices and whether or not Council Offices are contacted because they may want to send out their own press releases regarding rabies clinics in their districts. Peter Persic indicated that all press releases are sent to the Mayor's Office and all Council Offices. The General Manager stated that Peter Persic has organized press releases to all areas of concern.

Commissioner Afriat stated that South Central does not have good coverage. The General Manager stated that the Department is aware of this. It will be very important for the contractor for Pet Vaccination Services to service the South Central area, as well as the other communities. He stated 1,500 dogs and cats were vaccinated in South Central in a four-hour span at the first free vaccination clinic; another such clinic is scheduled for February.

UNFINISHED BUSINESS

Consideration of Department of Animal Regulation Budget, Personnel and Facilities Update

Bernie Leichter, Sr. Personnel Analyst I, brought the Board up to ate on personnel items as follows: Animal Care Technician nterviews were conducted on December 19, 20, and 21, 1995. Four mployees will begin work on December 31. On January 22, 1996, wo more Animal Care Technicians will be on board. After results of medical examination are complete, the Department anticipates hiring five more additional Animal Care Technicians during January.

Commissioner Avila asked Mr. Leichter to list the number of positions authorized and number of persons on board. Mr. Leichter stated that there are 39 Animal Care Technician positions authorized. Currently we have 32 positions filled. There are 51 Animal Control Officer authorities and currently there are 43 positions filled.

On January 16, 1996, the written examination for Animal Control Officer will be reviewed. It is anticipated that the physical abilities test will be held the week of January 27 and on February 23, the Animal Control Officer list should be adopted by the Civil Service Commission. Departmental interviews should take place in March and it is anticipated that the Animal Control Officer positions will be filled in April.

There is one authorized position of Director of Field Operations. The final filing date for this examination is January 31, 1996. Commissioner Avila asked what kind of outreach program was conducted for this position. Bernie Leichter indicated that the bulletin was mailed to all outside agencies in Los Angeles, San Bernardino, Orange County. The Personnel Department had their own recruitment program. The General Manager also indicated that the California Animal Control Directors Association was asked to send information out to all the local agencies in California.

There are 15 authorized Sr. Animal Control Officer positions. Currently 13 of those are filled. It is estimated that by the end of this month, the bulletin will be approved by the Civil Service Commission. It is anticipated that the examination will be given in March; Civil Service interviews will be conducted in April; and the Department will interview and make a selection in May.

A Sr. Clerk Typist (who was taken from a Citywide layoff list) will begin working at the Harbor shelter.

The Sr. Management Analyst position has been filled. The Department is looking into filling the Management Analyst II position from the Citywide layoff list.

A meeting was held with the Mayor's Office, City Attorney's Office and Personnel Department to determine the status of our request regarding the Veterinarian position. Commissioner Afriat asked what the status was regarding contracting out for veterinary services. The Assistant General Manager indicated according to the City Attorney and Personnel Department, we have to obtain approval from the Mayor and Council to contract out for Veterinary services. Once it is approved, we can then go to a list of contract veterinarians.

Commissioner Afriat stated that the Department cannot wait another year to hire a Veterinarian. It may be faster to get approval to contract out for a Veterinarian. The General Manager stated that the Mayor's Office, Personnel Department, President Barrett, and he and the Chief Veterinarian had a meeting and they have resolved the issue, but need to allow Personnel Department to have an opportunity to reply.

Bernie Leichter stated that the Department has requested two additional Veterinary Assistant positions. One due to the untimely death of Jerry Krause and one Veterinary Assistant who left for Water and Power. The positions have been approved and we will request emergency appointments for three Veterinary Assistant positions. The General Manager stated that if these positions are not filled, the Department will have lost five of the twelve Veterinary Assistant positions.

Bernie Leichter also discussed the status of employees working, personnel working on special tasks and projects, and pending retirements.

The General Manager stated that the Department hopes to have Animal Control Officers on board in April, and training will take approximately two months. They should be in the field in July.

Commissioner Robins inquired about Sr. Animal Control Officers acting as Hearing Examiners being released to the field, and using volunteer, retired attorneys and judges for appeal cases. The General Manager indicated that in the 1996-97 budget request, the Department requested two positions of Civil Service Hearing Examiner to replace the Seniors. Commissioner Robins asked if the Department does not get the Hearing Examiner positions, is it possible to use volunteers? Linda Gordon, Sr. Management Analyst, stated that in the past the Department has contacted Law Schools, the Bar Association, and others. Mrs. Gordon indicated that the Department has had no success. Mrs. Gordon stated she made 16 contacts to no avail. It was suggested that the City Attorney be contacted regarding the use of volunteer attorneys. Commissioner Afriat suggested rolling this into a Reserve Officer Program. Commissioner Afriat stated he would be happy to work with Mrs. Gordon or the General Manager on this.

Linda Gordon stated that the Department submitted its 1996-97 Fiscal Year budget request to the Mayor and CAO on December 1. It has been reviewed by the CAO, and the CAO gave a continuation budget to show what it would cost the City for Departments to continue with the existing budget levels. It is anticipated that the Department will enter into discussion with the Mayor the week of January 16. In the meantime, the Department has been working on revenue and fees for special services.

The Assistant General Manager stated that we are still moving forward on the South Central Temporary facility with an estimated date of availability of June 1996. The modifications necessary for the permanent South Central facility were submitted by the Architect last week. For East Valley Shelter renovation, a motion will be introduced in Council to transfer money from the Department to General Services. General Services will begin

purchasing materials and we have been assured by General Services that construction will begin within 30 days after materials are available.

Commissioner Avila stated that the Chair of the Budget and Finance Committee should introduce the Motion on a Rule 16. He stated that the Chair of Public Works has scheduled a status report on renovations on January 17.

Consideration of Task Force on Rescue Organizations and Zoning Proposals

Commissioner Afriat stated that the Task Force will be meeting on Tuesday, January 9. They have discovered that the Planning Department has no restrictions or limitations on cats. The Task Force's request to the Planning Department in regard to rescue organizations and number of pets has been focused on dogs. The Committee will later look at what the Department is willing to do in regard to limitations on cats. The General Manager stated that the LAMC defines kennel as a place where four or more dogs or cats are kept. He stated that the cat issue needs to be looked into.

Consideration of Veterinary Medical Fees

Dena Mangiamele, Chief Veterinarian, distributed a report on proposed medical fees. She stated the fees have not been updated for a long period of time. Dr. Mangiamele stated that the Department is giving fair prices to people that are comparable to what is happening outside in the veterinary world. The procedures were divided into the following sections: Examinations; Vaccinations; Medications Administered; Laboratory Work; Anesthesia; Dentistry; Procedures in Surgeries, Screening; and Euthanasia. She stated that the Department is working on Calici In for cats to vaccinate them internasally for protection of upper respiratory diseases which is prevalent at the shelters. Dr. Mangiamele stated in determining the new fees, she contacted several private veterinarians. She compared the private veterinary fees and the Department's current fees. Dr. Mangiamele indicated that these fees are charged to people who are redeeming their pets. The General Manager stated that the fees address animal owners, and that the euthanasia fee has never been charged in the past. Dr. Mangiamele indicated that usually in a private veterinary hospital the euthanasia fee can run from $30 to $50+. If a person wants cremation, that can run into hundreds of dollars. The Department is proposing to charge a $10 euthanasia fee. Dr. Mangiamele indicated that the Department estimates 9,000 owner requests per year to euthanize their animals. Linda Gordon indicated that low-income citizens are not charged the above-mentioned fees.

Commissioner Robins made a Motion which was seconded by Commissioner Afriat to adopt the proposed fee schedule and to publish it. The Motion was unanimously approved. Commissioner Afriat asked that the new fee schedule come back to the Board every January for review. (Unanimous approval.)

Lois Newman spoke before the Board regarding the proposed new fee schedule. Her concern was for those citizens who are unemployed, disabled and are just under the low income level. She asked what the Department is going to do if they do not meet the criteria. The General Manager stated that the Department would give those people their animals if they cannot afford the fees.

NOTE: Because the tape machine malfunctioned, transcription of the complete meeting was not possible.

February 20, 1996
ATTEST

Geri Barrett
PRESIDENT

Gisèle Hamp
COMMISSION SECRETARY

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MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, December 18, 1995

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Monday, December 18, 1995, at 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Barrett and Commissioners Afriat and Cook.

Members Absent: Vice-President Avila and Commissioner Robins.

President Barrett indicated that the Commission has received notification from the Mayor's Office that they would like the Commission to initiate a system of using speaker cards whereby the public would sign in for agenda items on which they wish to speak. President Barrett stated that this will be initiated in the first meeting in January 1996.

APPROVAL OF MINUTES: The Minutes of November 6 and November 20, 1995 were unanimously approved.

STATUS REPORT ON PUBLIC RELATIONS ITEMS

Peter Persic, Public Relations Director, stated that on Saturday, December 9, 1995, Councilmember Rita Walters and Jamie Pinn, Pet Assistance, and Animal Rescue Volunteers, sponsored a Pet Vaccination Day held at the Gilbert Lindsay Recreation Center which was a great success. There were approximately 1500 pets vaccinated, 250 spay and neuter vouchers were distributed, and 45 dogs were licensed. The event was covered by La Opinion, Channel 13, Channel 9 and Channel 7. Councilmember Walters was extremely pleased. From December 3 through New Years, KNX Newsradio is airing 30 and 60 second PSAs, recorded by actor Earl Holliman, for the Toys for Pets and Pet Gift Certificate programs. The project was developed and coordinated by Phyllis Daugherty. The spots have also been made available to other radio stations. On Friday, December 15, the verdict in the Mary Louise Rossignol trial was delivered in the late afternoon. The Department prepared a statement for the media, and Peter Persic distributed copies to the Board.

The West Valley Volunteers, led by Jenny Abshire and members of the Animal Rescue Volunteers, hosted a Christmas Open House at the West Valley Animal Care and Control Center on December 16, 1995. Volunteers assisted in pet adoptions, organized free pet food and toy give-a-ways, hosted a rummage sale, and provided a Santa Claus and refreshments. Mr. Persic indicated that the open house was a "terrific success. It was very crowded and there were good feelings, people filled the kennels, and pictures were taken with Santa and adopted pets. It was a terrific community event and everyone had a great time."

UNFINISHED BUSINESS

Consideration of Department of Animal Regulation Budget, Personnel and Facilities Update

The General Manager indicated that the budget submission from the Department to the Board is for fiscal year 1996-97 and does not show the Mayor's proposed six percent reduction package. The Board will review the budget package and discuss it at a later meeting.

Bernie Leichter, Sr. Personnel Analyst, gave the following personnel status report: Department interviews for Animal Care Technician will be held on December 19, 20, and 21 to fill vacant positions. On December 9, the written examination was given for Animal Control Officer and interviews are expected to be held in March. The Director of Operations examination closing date is December 21. However, because there are not enough applicants, the closing date may be extended. The examination for Sr. Animal Control Officer is expected sometime in March 1996, with an eligible list being available possibly in May 1996. For the Veterinarian position, the Personnel Department is still reviewing available options. President Barrett expressed her concern about the Chief Veterinarian's work load without assistance and asked Dr. Mangiamele if the veterinary community could assist in any way. Commissioner Afriat asked if the Department has ever done a contract hire as opposed to an emergency hire. He asked if that possibility could be explored. He stated other City departments do contract hiring all the time. He suggested the General Manager use the money in the budget to contract out, on an hourly basis, at an hourly rate, and without City benefits or Civil Service benefits. The position can be terminated at any time, and we would have a contract relationship on an as-needed basis. He asked that the Department look at this option. Valentin Dinu, City Attorney's Office, stated that this is done quite often, and if you hire someone on a contract basis he does not see a problem. President Barrett asked if the Department would have the authority to hire a veterinarian of their choosing on a contract basis without going through the Council or Mayor or anyone else. Mr. Dinu stated he would inquire about this with the Personnel Department and get back to the Board.

Commissioner Afriat stated that he knows the Information Technology Agency hires computer technicians to come in and train people how to use their software, and they do not go through the Personnel Department for approval. They have the money as the Department does. He suggested the Department contract out the same the way other City departments do. President Barrett also asked that Mr. Dinu review what the Zoo's relationship with veterinarians is. President Barrett asked that there be someone helping Dr. Mangiamele within the next two weeks. Mr. Dinu said he would check into this and let the Commission Secretary know.

The Mayor approved the unfreeze for the position of Veterinary Assistant. Because there is no existing list, Mr. Leichter stated he will work with Dr. Mangiamele to make emergency appointments as soon as possible.

The Assistant General Manager stated that the Sr. Management Analyst list was certified. He stated the Department will be interviewing as soon as possible. Further, Mr. Greenwalt stated that the Department has been notified that people in positions in other departments, who will be let go in January, can be interviewed and hired without the Department going through any of the procedures. The Assistant General Manager indicated that a few people have been contacted and we look forward to filling our vacancies with qualified people.

Construction plans for the South Central permanent facility are still in process. Staff is reviewing some modifications to the structure itself to try and reduce the cost of the construction. The original cost was estimated at $4.1 million, and somehow it escalated to $6 million. Reducing the exterior blueprint and modifying the interior layout will reduce the cost. We are looking at June 1996 as both a construction start on permanent facility and the opening of the temporary facilities. The Bureau of Engineering is moving forward with the special Conditional Use Permit on the property.

The Assistant General Manager wrote another letter to General Services Department regarding construction costs. We still do not have a schedule. Mr. Greenwalt asked for the Commission's assistance in setting up a meeting to ask for help.

The General Services Superintendent was at Harbor Shelter doing preliminary inspections of work to be done.

Consideration of Task Force on Rescue Organizations and Zoning Proposals

Commissioner Afriat stated that a Task Force meeting was held last week. It appears there is no Planning Department restrictions on the number of cats individuals can house and that if any ordinance exists, it is in the Department's Code sections.

He stated that he is gathering applicable code sections, and the focus is going to be on the Planning Department vis-a-vis dogs. It appears that the Planning Code does not limit the number of dogs, but defines the word "kennel"; if you have more than three dogs, you are technically defined as a kennel. He indicated that there are two ways to speak to this issue; one can raise the limit for the number of dogs, or have a new code section defining rescue organizations which would separate them from kennels. Commissioner Afriat stated the Task Force is looking at putting together language to that effect. The next meeting of the Task Force will be held on January 9 at 10:00 a.m.

Consideration of Department Reports - General Manager's Period Report

This item was continued to the next Commission meeting.

Consideration of Update on Pot Bellied Pigs

Dr. Mangiamele, Chief Veterinarian, stated that Linda Gordon and she had formulated a written response to the Planning Department concerning the keeping of Pot-bellied pigs in residential zones within the City of Los Angeles. This was presented to the Planning and Land Use Management (PLUM) Committee on October 12, 1995. The following topics were addressed: Pot-Bellied Pig ownership as being a fad; the need to spay/neuter Pot-Bellied Pigs; zoonotic diseases, and noise problems. On November 21, 1995, representatives from the Department and City Planning spoke to the Public Safety Committee regarding the Department's report. Due to the discrepancy in the responses to the issues, Laura Chick, Chair, Public Safety Committee, requested all correspondence on the issue of Pot-Bellied Pigs. On December 6, 1995, the City Council recommended in lieu of the additional information provided by the Department of Animal Regulation that the topic of Pot-Bellied Pigs and zoning in the City of Los Angeles be returned to the Planning and Land Use Management Committee for reevaluation. At this time, no further action has taken place.

NEW BUSINESS

Consideration of Hours of Service Department is Open to the Public

President Barrett indicated that there had been some discussion and concern about the limited hours the Department shelters were open to the public, and asked the General Manager what the current service hours were. The General Manager indicated the shelters are open Tuesday through Saturday from 8:00 a.m. to 5:00 p.m. President Barrett stated that it must be understood that the Department does not have additional resources, therefore adding additional hours is not something we have in mind. She stated that she would like to recommend that the Department be open on

Saturday and Sunday, closed on Monday, open on Tuesday and Wednesday from 11:00 a.m. to 8:00 p.m., closed on Thursday, and open on Friday.

Commissioner Afriat asked if there are limitations regarding union contracts. He asked if the Department has latitude to do this. The Assistant General Manager stated he was not certain whether the Department would have to meet and confer about hours.

Commissioner Afriat moved that President Barrett's recommendation which was seconded by Commissioner Cook be approved.

President Barrett stated that this schedule gives the same number of hours worked, but it provides the public access to the facilities during the hours that they most needed access.

Dr. Mangiamele, Chief Veterinarian, indicated that we have to consider feeding protocols for the animals and things of that nature when we talk about shelter hour changes. We are looking at different feeding protocols and different times for different animals.

Lois Newman suggested the Department be open from 10:00 a.m. to 5:00 p.m. including Sunday, and be closed one day a week.

Commissioner Cook suggested shelters hours be from 9:00 a.m. to 6:00 p.m. or 10:00 a.m. to 7:00 p.m. every day except Sunday and Thursday. It would be beneficial for the public.

President Barrett asked whether or not all shelters would have to be on the same schedule because the Department serves different constituencies and very different communities. The question also was raised about security for South Central for a late evening time schedule. It was suggested that at West Los Angeles and in the Valley, those hours would be perfect. She asked if we can shift hours and customize the hours for their communities.

The General Manager stated that the Department would look into a schedule differential. He stated that lately he feels the Department has been too uniform in all of our policies and procedures and that we might consider that we do serve six different types of areas. He added that North Central would have some security concerns also.

Dr. Mangiamele stated that a diversified schedule would really affect Animal Care Technicians and Animal Health Technicians who work at different shelters and keep different hours.

The General Manager also stated we need to take into consideration the Council Districts and their feeling about changing hours.

Commissioner Afriat asked the General Manager about what we can and cannot do with union contracts. The General Manager stated that when working conditions are changed, the unions have to be consulted to advise them about what we intend to do, and listen to what they have to say.

Comissioner Cook inquired about when the shelters are most busy. The General Manager indicated usually in the morning because that is when animals are up for adoption. If you open at 10:00 a.m. you should be open those hours every day. It should be uniform.

The General Manager stated that during the Summer the Department is busier in the evening, and that is when you might want to consider shifting your hours to open later. During the Winter months, when it is dark earlier, we are busier during the daylight hours. He also noted that if the Board is seriously thinking about going to six or seven days a week, that the Department does not have the resources to do that now.

President Barrett stated that one of the priorities the Board needs to think about is that the Department needs to be closed two days a week with current staffing. She stated that her priority is that the shelters be open on Saturday and Sunday. The question is: does the Department have to pay time and a half on Sunday?

President Barrett asked if staff has worked split shifts before. The General Manager indicated that some Clerks have worked split shifts on occasion. He stated the Department has tried not to work split shifts for Animal Control Officers, but from time to time it happens. President Barrett stated she is concerned about being closed two consecutive days during the week, but it would serve the public better if we were not. The General Manager said that he would like to see the shelters open six or seven days a week if we had staffing. He stated it would be a morale problem for Clerks that have to work split shifts. They are mothers and fathers and daughters and people just like us. We would definitely have to run this by their unions and see what kind of response we get.

President Barrett stated that as a result of the discussion, the previous motion needs to be amended to: Instruct Department staff to determine what options we have to improve public access to the shelters and to report back to the Commission. Commissioner Afriat indicated that we need to know what we can and cannot do under the union contract. We might be able to do that by meeting and confering and seeing what the options are. He stated he leans towards having daylight savings time hours and daylight standard time hours. For example, now we would be open from 8:00 a.m. - 5:00 p.m. and when the time changes in April, work from 11:00 a.m. - 7:00 p.m. or 8:00 p.m.

President Barrett stated there are several questions: (1) What do we have to do to be open on Saturdays and Sundays? (2) What flexibility do we have that would work to offer late night hours at the shelters? and (3) Do all the shelters have to be on the same system? She stated that at any time, late night hours at West Valley, West Los Angeles and perhaps East Valley would be appropriate. The hours may only be appropriate at North Central and South Central during Summer season. The question is: can we offer different hours at different shelters and customize them to fit the needs of those communities?

Commissioner Cook stated he would like to see the shelter hours moved from 8:00 a.m. - 5:00 p.m. to 10:00 a.m. - 7:00 p.m. He stated he thought it would be highly beneficial.

Commissioner Afriat made the following amended Motion which was seconded by Commissioner Cook as follows: "Instruct staff to find out what flexibility the Board has under the three criteria as mentioned above." (Unanimous approval, Commissioner Avila and Robins were absent.)

This item was postponed for the second meeting in January. Commissioner Afriat instructed the public to send their comments to Bernie Leichter, Sr. Personnel Analyst, regarding this issue.

Consideration of "Spay Day" in Los Angeles

Joyce Pieper spoke before the Board and indicated the second National Spay Day USA, sponsored by the Doris Day Animal League, will be on February 27, 1996. She asked that the Board request that the Mayor issue a proclamation for Spay Day USA in Los Angeles. She indicated the Fund for Animals is one of the participating groups for this project. Commissioner Afriat made the following Motion which was seconded by Commissioner Cook: "That the Commission ask the Mayor to declare Spay Day USA on February 27, 1996 and that Peter Persic provide the Mayor's Office with any appropriate language to draft a resolution.

PUBLIC COMMENT

Michael Bell spoke before the Board regarding the Owner Turned In Animal Policy. He read a letter dated December 6, 1995 from Sandy Waldrop regarding a Rottweiler which was an owner relinquished dog. On November 30, 1996, Ms. Waldrop saw the dog at East Valley Animal Care and Control and indicated that she wanted to adopt it. She visited the shelter four times and had brought in a dog behaviorist. However, the dog was destroyed on orders from the General Manager and President of the Commission. Mr. Bell stated he felt the dog died for nothing.

Willie McDaniel, Shelter Supervisor, South Central Animal Care and Control Center, spoke before the Board regarding the new Owner Turned in Animal Policy. He stated that what the policy has done for South Central has caused his canine population to go from 80 to 120 animals on an average. The facility can adequately house about 100 animals. When he has to remove packs of dogs at South Central, the new policy ties his hands. He has caught 120 stray dogs in the past several weeks in South Central.

As a result, he does not have the facility to house owner turned in animals at this time. He stated since that this policy was enacted, the South Central Shelter has had 138 owner turned in animals. Only 25 owner turned in animals have been adopted and those were primarily through the Mobile Pet Adoption Program. A few other animals adopted at the shelter were puppies. South Central is unique, and generally speaking, there are not a lot of people coming to South Central to adopt animals. Lt. McDaniel stated last Friday he had 144 dogs housed in a facility equipped for less than 100. He stated he would execute the policies established by the Commission, but he wanted the Board to know that the Owner Turned In Animals Policy is severely paralyzing him.

Sandra Waldrop spoke before the Board regarding the Rottweiler which was killed at East Valley. She stated that Officer Pena led her to believe the dog would be there until Tuesday. She stated the dog was not vicious. She stated that she does not want this kind of incident to ever happen again.

Lois Newman spoke before the Board regarding the Red Alert Program at Harbor Shelter. She stated if the Red Alert Program had been in operation, the Rottweiler at East Valley would not have been put down. She stated there should be a meeting with every member of the Department and Commission regarding how animals should be treated.

Kathryn Alexander inquired about a Christmas Bailout Program in the Department.

Ron Vardi spoke before the Board regarding East Valley Animal Care and Control and Owner Turned In Animals. He stated employees are caring, but there should be supervision regarding uniformity and to make sure the public knows that animals are available for adoption. There should be signs, stamps, and direction.

GENERAL MANAGER'S REPORT

The General Manager noted that a staff meeting was held regarding the Red Alert Program and Owner Turned in Animals, and discussed further Officer McDaniel's earlier noted concerns. He mentioned that in some areas, the Owner Turned In Policy may not work.

This most certainly is the case in South Central. Not only is the facility antiquated, but there are more owner turned in animals that are not easily adoptable. We need to look at that. We have been blessed by the Mobile Pet Adoption Program because they are able to adopt out more animals. He again mentioned that in regard to Owner Turned in Animals, perhaps each shelter should be looked at differently. President Barrett stated that she felt every aspect of every shelter should be looked at from top to bottom. They are unique communities and should be treated that way in every aspect of our dealing with them. She stated we should look in all areas to look for ways that we can individualize the running of each facility.

The General Manager discussed open houses and the Red Alert Program at the West Valley and West Los Angeles Animal Care and Control Centers and how successful these programs were.

COMMENTS BY BOARD MEMBERS ON ITEMS NOT ON AGENDA

Commissioner Cook said that his opinion is that Owner Turned in Animals vs. impounded animals is an artificial differentiation. The Department should be caring for all of the animals regardless of the label in the same way.

President Barrett stated that she agrees, but the question is once you get to a certain volume, there is a certain capacity limitation. Does that mean we start euthanizing other animals earlier?

Commissioner Afriat asked that when Department staff reports to the Board on Owner Turned in Animals, he would like legal advice on what the Department's liability is in regards to pet owners.

President Barrett asked that the Department come back to the Board and indicate how you incorporate owner animals into the general population, treat them the same as other animals, and then still meet the population cap. She asked what impediments there are to doing that.

President Barrett advised that the Commission meeting dates in January are being changed from January 2 to January 8 and from January 15 to January 22. Also effective January, 1996, Commission meetings will begin at 9:30 a.m.

The meeting adjourned at 11:30 a.m.

February 5, 1996
ATTEST

Gini Barrett
PRESIDENT

Giselle Hauptli
COMMISSION SECRETARY

c:12-18-95cm

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, December 4, 1995

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Monday, December 4, 1995, at 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Barrett, Vice-President Avila, and Commissioners Afriat, Cook and Robins.

APPROVAL OF MINUTES - President Barrett asked that the Minutes of November 6, 1995 be held over until the next meeting as she had revisions she wanted made.

STATUS REPORT ON PUBLIC RELATIONS ITEMS

The General Manager introduced Peter Persic, the new Public Relations Director, to the Board. Peter Persic stated since the last Commission meeting, the Department had worked with Councilman Wachs' Office on a press conference to distribute the first box of toys gathered as a result of the Toys For Pets program. The event also highlighted the Pet Adoption Gift Certificates which are available. The event was held at the East Valley Animal Care and Control Center. The media included the Los Angeles Times. An article on the event was prominently featured in the Metro Section of the Los Angeles Times. Also in attendance were KFWB Radio, and Fox 11. Channels 4 and 7 broadcast segments on the event.

On November 28, 1995, at 7:00 p.m., the Department was represented at a coyote awareness and education meeting sponsored by West Hills Neighborhood Association. Commission President Gini Barrett, General Manager Gary Olsen, Dennis Kroeplin of West Valley Shelter, Councilmember Laura Chick and representatives from the offices of Councilmember Bernson, the Mayor, the Department of Water and Power and the Neighborhood Association and others were there. Coyote education was addressed at that meeting. Reporter Art Navarro from Channel 13 interviewed Gary Olsen and Councilmember Laura Chick.

Upcoming events include a Pet Vaccination Day to be held in South Central Animal Care and Control Center on December 9. Free vaccinations and spay and neuter vouchers will be available. Peter Persic indicated that he has been in contact with Councilmember Walters' Office in preparation for a general press release and a general media alert.

President Barrett stated that there was an article in the press regarding an incident that happened in Mission Hills or Arleta regarding a loose Rottweiler that viciously attacked a woman. She stated that it validates what the real public safety issues are that we are concerned about. She stated she found the juxtaposition interesting after spending Tuesday evening in the West Valley listening to people express their concerns about their cats and coyotes.

UNFINISHED BUSINESS

Consideration of Department of Animal Regulation Budget, Personnel, and Facilities Update

The General Manager stated that the Department's 1996-97 Proposed Budget package would be turned into the Mayor's Office on December 4th or 5th. The budget package provides a number of alternatives. One alternative shows the six percent budget reduction requested by the Mayor and discusses what the Department would have to do to meet that directed reduction. The other alternatives outlines those resources needed for the Department to supply required and demanded services.

Bernie Leichter, Sr. Personnel Analyst, gave an update on the personnel status report. The Department has submitted a formal request for the eligible list for Animal Care Technician be adopted by the Civil Service Commission this month. Interviews are anticipated no later than the first week in January. The Director of Field Operations filing date has been extended to December 21, 1995 as there are only six applications that have been received and accepted, and none from outside from the Department. The date may have to be extended even further to provide an appropriate candidate group. Mr. Leichter stated he estimates the bulletin for Sr. Animal Control Officer to be released sometime in December, with an examination given by February 1996. A list should be established by March 1996. For the position of Sr. Management Analyst, a list will be requested today. He estimates interviews to be held the week of December 18 and an estimated start date the week of January 2. The Personnel Department continues to explore the options available to us in light of the letter we sent regarding the Veterinarian position.

Commissioner Afriat asked if the Personnel Department is exploring whether or not the Department will be able to make an

emergency appointment for a Veterinarian. Mr. Leichter indicated that the Personnel Department is exploring what we may or may not be able to do.

Commissioner Afriat asked if there was anything the Commission could do to assist the Chief Veterinarian and obtain a Veterinarian to help her. Bernie Leichter stated the Commission might write a letter. Commissioner Afriat asked the Commissioners if he and Commissioner Robins could make contact with the Personnel Department regarding the Veterinarian position. The Commissioners were agreeable to that.

President Barrett inquired about as-needed assistance when Nancy Moriarty goes on maternity leave. The General Manager stated the as-needed position was adopted by City Council, but was questioned by the CAO as to whether or not this is the correct position for an interim volunteer coordinator. The Personnel Department has said no. He stated he asked Ramon Soto, the Department's CAO Analyst, to get back to us on what might be done. The General Manager discussed the matter with June Lagmay in the Mayor's Office who said it should not be a problem. He has also brought it to the attention of Deputy Mayor Violante and has asked that the Mayor's Office intervene.

The General Manager gave a status report on East Valley Renovation. He stated the General Services Department is developing certain documentation and numbers in order for the Department of Animal Regulation to transfer funds into their General Services account.

The South Central temporary facility has run into a problem in that it encroaches upon the 36th Street Garage property of General Services. The Superintendent located at that property has objected to the Department's design as submitted by Architectural Division and General Services. Mr. Olsen talked with the Assistant General Manager of General Services who indicated that it would not be a problem and to go forward with the design. Mr. Haraga, Assistant Director of the Bureau of Engineering, has agreed that they are going forward with the design.

President Barrett stated she felt it was time to convene a broad meeting with General Services to discuss everything. Commissioner Avila suggested quarterly meetings be held by the Public Works Committee regarding a status report on the East Valley renovation project. Commissioner Afriat suggested a private meeting with the affected Councilmembers and possibly the Chair of Public Safety Committee. He stated that if a private meeting does not resolve the issues, then it can be placed on the agenda for a Public Safety Committee meeting. He stated that he agrees that a private meeting with a couple of Councilmembers,

Commission members, the General Manager of General Services and Gary Olsen can probably resolve the problem.

President Barrett stated that the Commission would pursue setting up these meetings.

The General Manager stated that the East Valley Animal Care and Control Center parking area was completely repaved and looked very nice. He stated that Councilman Mike Hernandez has requested input on a water system for each kennel at North Central Animal Care and Control. The facility was built without a watering system to supply water to the individual kennels.

Consideration of Department Policies Regarding Animals Turned over by Owners

The Board reviewed a memo dated November 22, 1995 to All Shelter Personnel from the General Manager regarding the Temporary Procedure for Owned Animals. The memorandum addressed the new procedure to be followed relative to owner-relinquished animals. Items discussed in the memorandum were as follows: information that needs to be gathered; holding an animal for a minimum of 72 hours; that the owner has one hour within which to reclaim their animal; the animal becomes available for adoption immediately and up to the end of the 72 hour period; and that sick, injured or aged animals may be exempted from the 72 hour holding period .

Commissioner Robins inquired about dangerous animals and whether or not those animals are exempt from the policy to hold them for 72 hours. President Barrett indicated that was not covered in the Commission's last meeting on this subject. She stated that more than one Commissioner has been contacted by members of the public who were in the shelters that have brought this subject to their attention. In more than one instance there have been animals whose temperament have been dangerous. Members of the public were extremely concerned that these animals were up for adoption. President Barrett suggested making an amendment to the current temporary procedure.

Commissioner Robins made the following motion which was seconded by Commissioner Afriat: "Amend the existing temporary policy regarding owner relinquished animals to include that vicious or dangerous animals also be exempted from the 72-hour holding period and may be euthanized."

Commissioner Cook indicated that the original intent of his original motion was to extend the holding period of owner turned in animals from one hour to seven days. The other ancillary items under discussion should be added to a motion that suggests seven days to the life of these animals. That was his original intent.

President Barrett indicated that there were a number of questions that the Commission had about the impact on volume and flow at the shelters. The General Manager indicated that he has had verbal input from Shelter Supervisors regarding owner turned in animals.

At North Central Animal Care and Control Center dog fighting started on Thursday and became worse in the kennel areas by Friday to the point that staff asked that several animals be euthanized because of overcrowding. The supervisor of kennels came in on Saturday and Sunday to rearrange these animals. Some animals had to be placed in cat cages. The General Manager has received calls from the shelters saying we have too many dog fights and they have asked that we do something about the animals that are dangerous and vicious in order to keep the animals that are adoptable.

President Barrett asked the General Manager if what he is saying is that just the temporary procedure and the retention of owned animals for a longer period of time has increased the shelter populations is what is causing these problems. The General Manager indicated that is what he has been told.

Commissioner Robins stated we need to do something to extend the life of these animals, but we need more information, and she would be hesitant to remove this policy. We need more time to evaluate it.

There was further discussion about the different issues involved with overpopulation of the shelters and what causes this. President Barrett stated there are different ways of looking at the situation. One way of looking at it is that owner turned in animals have exactly the same standing and position as strays, but then population and temperament and adoptability become the filters and you end up putting down more stray animals faster.

The General Manager indicated that Staffordshire Terriers are animals that you need to keep alone in a cage. One Staffordshire Terrier can, therefore take up the room of three or four other types of dogs. If the Staffordshire Terrier is not vicious to people, but is to other dogs, we still have a crowding problem.

Commissioner Cook asked the General Manager how much of an affect the vicious animal has had on the overcrowding of the shelter. He asked if they were taken out of the equation, would then the owner turned in animals not burden the facilities as much? The General Manager stated he does not have a documented report on this. However, his understanding from the shelter supervisors is that the vicious animals at the shelters which need to be kept alone are causing this overpopulation at the shelters. Commissioner Cook asked if there is a policy on how long animals deemed vicious at the shelters are impounded? The General

Manager stated until the last Commission meeting, employees at the shelter were able to determine if an animal was dangerous or vicious to other animals and determine if they could keep that animal.

Commissioner Cook asked if this has had a significant affect with the overcrowding of animals at the shelters. Commissioner Cook stated that in order to allow the owner turned in animal policy to stand, he would be amenable to allowing the policy regarding vicious or dangerous animals to stand.

President Barrett asked if that applies to animals that are dangerous to people, or animals that are dangerous to other animals? She stated both categories need to be addressed separately.

The General Manager stated by euthanizing animals that are vicious to other animals, the Department can keep more animals in the facilities.

Commissioner Afriat asked who determines, and what is the process by which it is determined, that an animal is vicious? The General Manager answered that prior to two weeks ago, there was a policy set that if any employee believed there was an animal that was vicious, it will be brought to the attention of the Kennel Supervisor. The matter would then be brought to the attention of the Veterinary Division, or to the Shelter Supervisor before final determination was made.

Commissioner Cook stated that any animal brought into a shelter is not going to be himself. The animal's personality changes.

Lois Newman, Cat and Dog Rescue Organization, spoke before the Board regarding being breed specific is against State law. She stated that Sr. Animal Control Officers on down are not trained to evaluate. Until they receive outside training on how to evaluate a vicious dog, they should not be allowed to do such evaluation.

Commissioner Afriat asked the Chief Veterinarian the following two questions: (1) In terms of animals that are brought into the shelters that are determined to be vicious or dangerous, what is the potential percentage of those animals that might be caused by medical difficulty that are treatable? and (2) Whether or not the act of catching and kenneling an animal at our shelters might cause them to be temporarily vicious or dangerous.

Dr. Mangiamele, Chief Veterinarian, stated the shelters now do behavior assessments on animals. She indicated that she has a form she fills out on her observations of an animal. She observes them inside and outside of the kennels and contacts the Animal Care Technicians to ask them about any experience they

have had with an animal. She also asks the Kennel Supervisor for any background information he or she may have on an animal.

For example, Dr. Mangiamele asks if an animal has a biting history and if the animal is trustworthy in the family. She stated she observes an animal on many occasions and spends a lot of time making a determination if an animal is being fractious. There is a collective decision and discussion when a determination is made on a fractious animal.

Dr. Mangiamele stated one of the major problems she finds is when the public thinks there is an animal that is aggressive, they will tease the animal. The visiting public sometimes helps to exacerbate the problem. She stated the Kennel Supervisors currently on staff are genuinely interested about what is happening with these animals and they are not going to make a five-second decision. There is tremendous discussion that goes on about these animals, not only for the safety of the Kennel staff, but consideration of what is going to happen if an animal is adopted out.

The Chief Veterinarian stated that the Department takes a great deal of time in determining if an animal is dangerous. She stated she does not feel there is a problem with breed individualization in denoting them as being fractious. The background on each animal is very important. The Department takes all information to make a determination. It is a very conscious decision made by a collective group of very qualified people that have experience with animals.

Commissioner Afriat asked Dr. Mangiamele, her ability as a veterinarian, to make a diagnosis based on verbal feedback as opposed to her observation. Dr. Mangiamele stated she never makes a decision just on verbal feedback. She would make a decision on her observation, considering what the verbal feedback was made up of. She considers each case individually.

Commissioner Afriat asked if there are notable incidences where owners bring animals in and lie about the animal biting their kids when in fact they just feel guilty because they are sick of the dog? How do we filter passed that. Dr. Mangiamele stated generally people don't lie about an animal biting their kids because there are liability problems. She stated they might make up story the animal gets along with everyone, no problem. She personally has not had an experience where people are lying.

President Barrett stated there are several issues. The issue of whether or not an animal is turned in by its actual owner is an issue that is more on the table for the long-term policy than our short-term decision today. The short-term decision starts to be framed by a couple of things. One of them is the whole question

of who judges and how we make a judgement about which animals do not make good potential pets vs. the whole question of overcrowding and the problems it relates to.

President Barrett stated that the public has no confidence in our employees on these judgements and decisions and that is the issue.

Commissioner Avila asked if the Department has a policy on this issue. The General Manager stated we do have a policy and it is up to the supervisor to make a decision. Commissioner Avila asked the General Manager the likelihood of a member of the public adopting out a fractious animal? The General Manager stated that the City Attorney asked the Department not to sell that type of animal if we know that it is fractious. We try not to sell those types of animals. Commissioner Avila stated regardless of how long we keep an animal, once an animal is determined fractious, that the Department should have a clear policy that those animals will not go out to the public.

Commissioner Avila asked what the policy is regarding the adoptability of animals if they are fractious to other animals? The General Manager stated that the Department tries to document from observation if an animal gets along with other animals. Those animals that show aggression to other animals are placed alone and there is a notation that says keep alone. Anyone interested in adopting a "keep alone" animal is made aware of why those animals are kept alone. That notation alerts Department staff to discuss the "keep alone" animal with anyone who may want to adopt it. Commissioner Avila stated that he is concerned about the liability aspect.

Commissioner Cook stated his view regarding vicious animals was to have the policy remain in place for safety of people and animals.

At the November 20, 1995 Commission meeting the following Motion was unanimously approved: "To direct shelters to hold all animals at least 72 hours, other than sick or injured animals, and that these animals be eligible for adoption immediately."

The following Motion to amend the above Motion was approved by the Board on November 20, 1995: "That except as regulated by State law, the Department be authorized to exempt fractious animals from being held at least 72 hours as recommended by the Chief Veterinarian or Shelter Supervisors." (Motion made by Commissioner Robins and seconded by Commissioner Afriat - Unanimous approval.)

The Commission recessed at 11:15 a.m.

The Commission reconvened at 11:32 a.m.

Consideration of Task Force on Rescue Organizations and Zoning Proposals

Commissioner Afriat stated that some of the members of the Task Force have done some wonderful research about what other jurisdictions do. The Task Force will be preparing final recommendations that can then be taken to the Planning Department for their consideration.

Consideration of Department Reports - General Manager's Period Report

President Barrett requested that this item be held over until the next Commission meeting.

NEW BUSINESS

Consideration of Commission Meeting Time

President Barrett stated that because periodically the Board is faced, without warning, with a whole afternoon of Appeal cases which are scheduled, which is very difficult for Commissioners because they do not receive ample notice, and because it requires them to spend an entire day at the Department which is difficult for employed professionals, the Board is looking for solutions to make things easier. One idea which has been mentioned is starting Commission meetings earlier and starting Appeals right after the regular meetings. The idea being to get the Commission out of the Department within one-half a day.

Commissioner Afriat asked the Board to consider an earlier start time whether or not there are appeals, and an even earlier start time when there are appeals. Commissioner Afriat made a motion which was seconded by Commissioner Robins as follows: "Effective the next Commission meeting date, to change the regular meeting time from 10:00 a.m. to 9:00 a.m., and if there are appeals to be heard, to change the meeting time to 8:00 a.m. and then hear Appeals after the regular meeting."

Commissioner Robins suggested having a separate day to hear appeals. Linda Gordon, Management Analyst II, suggested that evening meetings for appeals would be a convenience for the appellants and complaining parties alike. She stated the evening meetings could be held in the Valley at the Commission's discretion.

Commissioner Cook suggested keeping regular Commission meetings at 10:00 a.m. and when there are appeals, have the appeals begin at 11:00 a.m.

Commissioner Afriat stated he would only be willing to attend two meetings per month since he attends Task Force meetings, Planning Department meetings, and take cares of other Commission business.

Commissioner Cook suggested having a duty roster where three Commissioners would know they would have to be at a meeting, and work their schedule around that.

In the spirit of compromise, Commissioner Afriat made the following substitute Motion which was seconded by Commissioner Robins: "Effective January 1996, that the Board change the Commission meeting time from 10:00 a.m. to 9:30 a.m., and when there are appeals, to meet 30 minutes earlier for each appeal case that is scheduled to be heard after the regular meeting." (3 ayes, 1 noe by Commissioner Cook, and Commissioner Avila was absent.)

PUBLIC COMMENT

Jamie Pinn, Pet Assistance Foundation, invited the Board to a vaccination clinic underwritten by Pet Assistance, which is scheduled at South Central at 429 East 42nd Place, at the Gilbert Lindsay Recreation Center, on Saturday, December 9, 1995. There will be free cat and dog vaccinations. Pet Assistance will be signing up people to have their pets spayed and neutered. The clinic will be open from 9:00 a.m. to 3:00 p.m.

Lois Newman, Cat and Dog Rescue, stated that the Mary Lou Rossignol case is going to trial tomorrow. Don Cocek is the City Attorney handling this case. She stated that it is important that we have members of the public there. Ms. Newman stated you can call Sharon Rutledge at (818) 756-8881 for information on the court room number and the time that testimony will start.

Joyce Pieper stated that the official Spay Day USA date is February 27, 1996. She asked that the Mayor be asked to prepare a proclamation declaring Spay Day USA in Los Angeles.

Luke Montgomery spoke before the Board regarding owner tuned in animals. He stated he feels that if it goes to seven days, the policy will do nothing to lower the amount of animals put to sleep. What it will do is make people feel better, but in terms of numbers, we will not see an improvement. There will be a detriment to the ability to get animals into homes because of overpopulation. He stated that this should be approached as a marketing program. We need to develop a savvy marketing plan for the Department to get people to adopt from the Department rather than from breeders and pet stores. He stated he would be willing to work with the Department to help the Department in developing a concerted marking plan.

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Gail Homer, Animal Rescue Volunteer and Collie Rescue, stated she has worked at West Valley during the last few weeks. She suggested that a deposit be taken when a Red Alert Tag is requested because a lot of people are not coming back for a particular animal.

GENERAL MANAGER'S REPORT

The General Manager stated that the Pot Bellied Pig Ordinance is to go before Committee, however, the original Pot Bellie Pig file is missing. President Barrett asked the General Manager to ask the Committee to continue this item until January.

COMMENTS BY BOARD MEMBERS ON ITEMS NOT ON AGENDA

President Barrett asked that the "Hours of Service Open to the Public" be put on the next Agenda.

President Barrett read into the record a memorandum dated November 30, 1995 from Jack Nylund, Sr. Systems Analyst, to Jerry Greenwalt, Assistant General Manager regarding: Complaints Regarding Attendees of the Board of Animal Regulation Commission Meetings. President Barrett read the following:

"I have received several verbal complaints from the Information Technology Agency (ITA) Program Management Section regarding the actions of attendees to the Board of Animal Regulation Commission meetings. The ITA Problem Management Section facility is on the twelfth floor of the 419 South Spring Street building, adjacent to the Commission's meeting room. The complaints included: Smoking within the building on the twelfth floor; loud and disruptive talking; wandering into the staff's work area and using City telephones without permission. In some cases, the telephones were used after permission was specifically denied; urinating on the wall in the men's bathroom; bringing dogs and cats to the floor which aggravated allergies of employees. Several employees within the section said if the problems persist, they will make more formal and written complaints. I advised the Section's supervisor to post signs indicating that the employee work and rest areas are restricted and would relay the employee concerns to the Department's management."

President Barrett stated that she wants to announce that the above is officially prohibited.

The meeting adjourned at 12:06 p.m.

January 8, 1996
ATTEST

PRESIDENT

COMMISSION SECRETARY
A:12-4-95cm

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, November 20, 1995

8:30 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Monday, November 20, 1995, at 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Barrett, and Commissioners Afriat, Cook and Robins.

Members Absent: Vice-President Avila.

APPROVAL OF MINUTES: The Minutes of October 2 and October 16, 1995 were unanimously approved.

STATUS REPORT ON PUBLIC RELATIONS ITEMS

The General Manager discussed the success of the Press Conference held at North Central Animal Care and Control Center on Thursday, November 16, 1995 announcing the Red Alert Program. The Red Alert Program is an adjunct to the first rights program and is intended to assist the public to more readily adopt dogs and cats from the shelters. Council President John Ferraro and Councilman Mike Hernandez were there. The General Manager stated that Gretchen Wyler, at whose suggestion the program was developed, had everything organized and North Central employees did a wonderful job.

The Department received a donation from a family foundation in appreciation of a dog named Sam they adopted from the July Mobile Pet Adoption. Harbor Shelter volunteers and the Los Angeles County Volunteer group known as SPARE will be kicking off a joint spay and neuter program for cats in the San Pedro/Wilmington area this month.

A sweep of the East Wilmington area was conducted by Harbor Center with assistance from other officers from other shelters. This sweep was requested by Councilman Svorinich's Office. During the November 1st sweep, 43 dogs were impounded, 9 citations were issued, and 2 horses were impounded for inhumane treatment. South Central Shelter conducted three sweeps in October and a total of 107 dogs were impounded and 20 citations were issued.

From West Los Angeles Center there was a turtle rescue of 200 Red Slider Turtles being sold at Venice Beach. Turtles were being sold illegally and no one claimed ownership. Members of the Tortoise Rescue have agreed to take the turtles and rehabilitate them.

UNFINISHED BUSINESS

Consideration of Department of Animal Regulation Budget, Personnel, and Facilities Update

Bernie Leichter, Sr. Personnel Analyst, distributed to the Board a memorandum dated November 17, 1995, titled Personnel Status Report. Personnel items discussed were Director of Field Operations, Senior Animal Control Officer and Veterinary Assistant. President Barrett asked that in Mr. Leichter's report to the Board each meeting that he add to his documentation efforts the following: A breakdown showing the number of positions authorized, the number of vacancies, and what positions the Department needs to fill, as well as action taken and date. The General Manager discussed the Veterinary position vacancy and stated that we have not yet received a response from Personnel Department.

The Assistant General Manager gave an update on the Renovation/Construction Projects report dated November 17, 1995. Items discussed were East Valley Renovation, South Central Construction, and Harbor Alteration. There was discussion regarding the South Central facility and the $2 million deficit on the permanent facility which is part of the 1996-97 budget. The General Manager indicated that the Department was told we had a $4.2 million budget for the new South Central facility. He stated that the Department was never told during the design process that we were running over budget. President Barrett instructed that a meeting be set up immediately with General Services, the Bureau of Engineering Architectural Division, the Department of Animal Regulation, and at least one Commission member and one Council person. This meeting is to be set up before January 1. Commissioner Afriat volunteered to help put the meeting together and to discuss this with Councilwoman Laura Chick. At the Harbor Shelter an alteration and improvement request has been forwarded to General Services on behalf of the Department by Councilman Svorinich. He wants the public counter moved and to do other renovations to improve the ability of staff to respond to the public.

Linda Gordon, Management Analyst II, indicated that the Department is in the process of preparing the 1996-97 budget request for the Mayor's Office and CAO. Meetings have been held with the Commission President regarding budget packages being put together. Also the Department is putting together a package as directed by the Mayor regarding a six percent cut of the Department's budget including overhead. Mrs. Gordon stated that

a six percent cut ($660,000) would bring the Department's total cuts over last five years to 40 percent if that went through. She stated that we are making every effort for that not to come to fruition stating our case and the need for public safety. In our budget request packages for 1996-97, we are requesting the following: an additional Veterinarian, an additional Animal Care Technician Supervisor, a few positions in the Systems category, for development and implementation of a new computer system, a Volunteer Coordinator, and a number of field personnel to allow the Department to respond promptly and efficiently to requests by the community for service.

The General Manager advised that the City Council agreed to allow us to hire an as-needed person on a part-time basis to assist with volunteer coordination. With the Mayor's concurrence, we will move to put someone in this position.

Commissioner Afriat stated that regarding the six percent budget cuts, these are opportunities to sell some of the revenue generating programs that we obtained as important. This should be tied into budget cuts simultaneously. Linda Gordon advised that the head of the Mayor's budget team has explicitly stated in writing that they are not tied, and shall move independently, and that no revenue generating projects shall be tied to any cuts.

<u>Consideration of Owner Turned in Animals</u>

President Barrett indicated that a question has been raised regarding animals turned in by their owners. President Barrett asked that the General Manager state the Department's policy for the record. The General Manager stated that the Department's policy regarding this is as follows: "When an owner of an animal brings their animal into the shelter, we give them a little card stating that the animal will be held at the shelter for at least one hour for the owner. If the owner changes his or her mind during that first hour, he or she can return and get their animal. However, it also means that the animal may be adopted at anytime during that hour, but at least the animal is held for that hour. After that hour, it can be adopted or euthanized. President Barrett asked the General Manager some of the factors that are considered in deciding if an animal is euthanized or not at that point.

The General Manager stated that the factors considered are whether or not we feel the animal is adoptable; if it is healthy, if it is injured, if it is diseased, if it dangerous, or if it is feral. Basically, do we feel it will be a good pet to a home. President Barrett stated that she has heard the question as to what happens when an owner turns in an animal and demands that it be euthanized. What is our policy? The General Manager stated that the Department informs the individual that a determination will be made by the Department as to whether or not an animal is

euthanized. He stated we may feel it is a good pet and we can find a home for it. If so, we will try and find a home for that animal. Commissioner Robins asked who the "we" is that will decide whether or not the animal is healthy. The General Manager answered, that shelter employees, supervisors, Veterinarians, Animal Health Technicians, and Animal Care Technician Supervisors are the ones who make this determination.

President Barrett announced that the Board would take a recess at 9:30 a.m. as Councilman Wachs will be holding a press conference regarding Toys for Pets. She advised that the Board would then reconvene after the press conference.

The following persons spoke before the Board about their concerns, recommendations, and suggestions regarding animals turned in by owners:

Cindy Newman Potter, Lois Newman, Janet Henney, Jamie Pinn, Joyce Pieper, Michael Bell, Ran Balindray, Norma Sandler, and Debbie Famiglietti.

The meeting recessed at 9:30 a.m. for a Press Conference held by Councilman Wachs regarding Toys for Pets.

The meeting reconvened at 10:15 a.m.

Speakers regarding animals turned in by owners - Continued:

Jane Zweig, Elyse Mayberry, Hal Garver, Debbie Deriberry, Richard Visareth, Kathy Singleton, Luke Montgomery, Fernando (Volunteer), Richard McClelland, and Kathy Thornburn

Points made by the above speakers were as follows: Verification of ownership of animals prior to being turned in; charging a fee for owner requests; a program to discourage owner give ups; a list of placement alternatives; consistent policies throughout all six shelters; not to allow a person to give up an animals and then adopt another for a period of time; amending Section 53.11 to allow owner animals to be held a minimum of 72 hours; a way to determine if animals brought in are friendly or not; request that one person in charge make decisions and keep a log of why certain actions taken; request for guidelines and principles; pets should be given same respect as inanimate objects and ask questions like: what is animal's name, veterinarian of record, dog license, length of ownership, how long animal sick, where is person moving to, why does person want to euthanize animal, and get driver's license; request for Department to hold animals for seven days; support for spay and neuter; clerical staff who talk on the phone should be more proactive with spay and neuter message; and more training of staff.

President Barrett thanked everyone for their testimony and very good points. She clarified the Board is not protecting the current policy or system. She stated the Board inherited this along with thousands of other policies, problems, issues, budget cuts, personnel, etc. Over time, as fast as they can, the Board will try to look at every aspect of the Department and revamp, improve and revitalize as many aspects of its operations as they can. This is just a part of that ongoing process. She stated the audiences's input and advise is very helpful.

Commissioner Cook thanked everyone for coming to the Board meeting and for their comments and caring. He stated there are no established policies regarding owner relinquished animals. He made the following recommendations: A policy be established in name of the innocent creature, Impound No. 23423. The policy would give owner turned in animals as much time as any other impounded animal before it is killed. He recommended owner turned in animals be held for seven days. He also recommended that the animals be made available for adoption for a reasonable amount of time before the kill date. He recommended an animal be placed for adoption on the fifth day.

Commissioner Afriat thanked everyone for their testimony and said he was very enlightened. He stated that the policy does need to be looked at and changed. He indicated that he needs to hear from Department staff about what staff has been directed to do regarding the current policy at each of the six shelters.

Commissioner Afriat stated he would like information about the kinds of questions asked at the shelters and information about what the current policy is. He requested that the Chief Veterinarian develop a policy on verification of medical conditions of animals brought in and what the policy is. He asked if there is a difference between animals that are sick and those that are healthy.

Commissioner Afriat stated he wanted to know the relationship between the shelters and humane community, vis-a-vis letting the humane community have some role in the adoption process during the window of five or seven days or whatever it is. He asked to hear from the City Attorney regarding liability on this subject. He asked for recommendations from the new Public Relations Director on what we can do to have a coordinated effort to educate the community on alternatives they have if they don't want to keep their animals. He stated we need some time to gather this information, but said he agrees strongly that we need to act quickly to resolve this problem. He stated we need to make an immediate decision to protect the animals first and the Department and public, and in particular pet owners. He strongly supports the spirit of what Commissioner Cook said and we need to know exactly what we are able to do and accomplish and have a final decision made on all of these issues.

Commissioner Robins stated that we need to look at the basic policy and to determine what the policy is regarding animals that are sick or injured. The basic question is who is going to be responsible to make these decisions.

President Barrett stated that she is not sure about the one-hour policy. She does not think the owner needs more time because she has not heard of owners coming back to claim their dog. The problem is the missed opportunity to adopt an animal. She stated what she is most concerned about is that there are approximately 25,000 owner turned-in-animals each year. If we extend the time those animals are in the system, what impact does that have on other animals. We have to look at that. President Barrett stated she does not want us to automatically embrace the owner turned-in- animal policy and later find out it has had a negative impact on the overall population and has shortened everyone's opportunities. President Barrett stated she would like information on how owner turned-in-animals would affect the flow of animals in the system. She stated she absolutely supports the concept to give owner turned-in-animals a chance.

The following Motion was made by Commissioner Cook and seconded by Commissioner Afriat: "Owner Relinquished Animals be kept for no less than seven days and be made available for adoption in a reasonable amount of time prior to kill date."

A Motion was made by Commissioner Cook and seconded by Commissioner Robins to continue this item until the next Commission meeting. (Unanimous.)

Commissioner Afriat stated that he wants answers to all questions raised at this meeting regarding owner turned-in-animals. Until that time, Commissioner Afriat made the following Motion which was seconded by Commissioner Robins: "To Direct Shelters to hold all animals at least 72 hours, other than sick or injured animals, and that these animals be eligible for adoption immediately." (Unanimous approval.)

Consideration of Offers by Volunteers to Scan Shelter Animals for Microchips

Art Snyder talked on behalf of InfoPet regarding providing funding for Los Angeles shelters to scan animals. InfoPet would like to be allowed to do that. They also offered to fund volunteer organizations to provide volunteers to go to Department's facilities and scan the animals there. They would like to spend their money to scan all animals microchipped in order to make sure that the animals whose owners have cared enough to have them implanted are not being killed. Mr. Snyder stated that InfoPet wants to provide the funds, directly or indirectly at the Department's choice.

President Barrett stated she supports the concept. She asked if he had discussed this idea with the other companies that are involved in the bidding process. She stated she thinks the ability for the Department to implement a microchip program is critical and would be willing to consider this if the Department had written letters from the other companies stating that they are not opposed to this, or that they were willing to jointly participate in this. There was further discussion about the length of time it would take before the Microchip RFP process is complete. After further discussion, the consensus was that it would be at least a year before the process is complete.

Commissioner Afriat asked that during the interview with Bidders on November 28, that they be asked if they would be willing to volunteer their services for microchipping until the RFP process is complete.

Art Snyder suggested that this item he held over until the next Commission meeting and that he would see if he can get an agreement between the two proposers that neither of them will sue the other if they make such a contribution to the City to begin this process. Commissioner Afriat stated that he is open to being persuaded if we can do this in a way that would not jeopardize our ability to move forward and that would not put the Department at risk. If the City Attorney is comfortable with this type of arrangement, he stated he would be willing to go forward. This item was continued until the next Commission meeting.

PUBLIC COMMENTS

Michael Bell spoke before the Board regarding a letter he received from Betty Denny Smith, Westcoast Representative of American Humane Association. In her letter she discussed a policy on trace calls which was in effect when she was at Los Angeles County Animal Care and Control. A trace call is when an inquiry of at least three people are made regarding a lost or stray animal.

Lois Newman, Cat and Dog Rescue, distributed to the Board a free program brochure for spaying and neutering 100 dogs in the Wilmington-Harbor Gateway.

Norma Sandler, Wildlife Protection League, spoke before the Board and recommended mandatory spaying and neutering and microchipping for all animals.

Joyce Pieper spoke before the Board regarding rescuers who have pets being harassed. She questioned why complainants have to subpoena records in order to know who is harassing them.

Fernando Negrette spoke before the Board regarding educating the Spanish speaking public about spaying and neutering animals. He

said if spaying and neutering became mandatory then backyard breeders would become illegal.

Debbie Famiglietti spoke before the Board regarding backyard breeders advertising in the L.A. Times. She asked if there was a way the City could tap into these advertisements and stop the breeders and get money from them to discourage them. She also discussed a book about an animal named Hope which she said could be incorporated into the shelters or presented at press conferences to educate the public. The book is also in Spanish.

Ron Vardi spoke before the Board regarding feral animals and dogs and cats. He has traveled around the world. He discussed what Israel does with their stray animal population. Israel instituted a spay and neuter program where they neuter the animals and put them back on the streets. He recommended educating the public about spaying and neutering their animals.

Janet Heaney spoke before the Board regarding a fund raising idea. She discussed the possibity of staff notifying owner-turned-in-animal owners when it is time to put their animal down. When Betty Denny Smith was head at the Agoura Shelter, they had a 25 to 30 percent bail out rate by owners who had to pay $60 to bail out their animals before they were euthanized.

Judy Cairns spoke before the Board and expressed her gratitude to the staff at Harbor Animal Care and Control Center. She stated they have been cooperative and terrific. She indicated, with the Department's permission, she and Jim Phipps, Shelter Supervisor at Harbor Animal Care and Control Center, participated in Councilman Svorinich's Town Hall Meeting at Harbor Gateway. Deputy Mayor Michael Keeley was there and she expressed her gratitude for his on-going support of the Department. She mentioned she also attended another meeting in San Pedro and Deputy Mayor Violante was there. Judy Cairns presented Peter Persic, the Department's new Public Relations Director, with an official "Boxcar Willie" hat and a one-day supply of Tagamet.

GENERAL MANAGER'S REPORT

The General Manager introduced to the Board the Department's new Public Relations Director, Peter Persic.

COMMENTS BY BOARD MEMBERS ON ITEMS NOT ON AGENDA

Commissioner Afriat asked that the following two items be placed on next Agenda: (1) Commission Meeting Time, and (2) How We Schedule Appeals.

Commissioner Robins asked that the Licensing of Pot Bellied Pigs item be placed on a future agenda. It was mentioned that this

item was to go before Planning and Land Use Division tomorrow. It was requested that Councilman Bernson be asked to continue this item for 60 days.

The meeting was recessed to go into Executive Session at 11:55 a.m.

The regular Commission meeting reconvened at 12:05 a.m.

EXECUTIVE SESSION

Consideration of Employee Job Performance

President Barrett stated that during the Executive Session, the Commission discussed the issues and decided that the pursuit of the owner turned-in-animal policy resolved all the issues and that the Commission will take no further action.

The meeting adjourned at 12:10 a.m.

December 18, 1995
ATTEST

Gini Barrett
PRESIDENT

Phyllis Hamm
COMMISSION SECRETARY

c:11-20-95cm

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, November 6, 1995

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Monday, November 6, 1995, at 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Barrett, Vice-President Avila and Commissioners Cook and Robins.

Members Absent: Commissioner Afriat

STATUS REPORT ON PUBLIC RELATIONS ITEMS

The General Manager stated that Dr. Kevin Riley, Chief of the Veterinarian Public Health Section, California Department of Health Services, visited from Sacramento and gave an outstanding presentation at East Valley Animal Care and Control Center. Items discussed were rabies and other zoonotic diseases, their current status and future impact on animal control agencies within the State of California.

Mr. Olsen received a communication from Jenny Abshire. She stated that communication between East Valley and West Valley Animal Care and Control Centers is outstanding.

The General Manager discussed memo dated October 28, 1995 from Robert Pena, Shelter Supervisor, to Shelter Supervisors and East Valley Staff regarding a meeting on volunteerism. At the meeting on October 20, Mr. Pena discussed how volunteers could assist the East Valley Shelter. Some of the items discussed were: Placing more animals into good homes through fostering and mobile pet adoptions; assisting with treating adoptable shelter animals beyond what the shelter medical staff can provide, through private veterinarians; assisting owners with medical treatment fees for animals adopted from the shelter; assisting in grooming and socializing shelter animals; volunteers helping with decorating, advertising and promoting Open House events; and showing shelter animals to interested persons outside of the kennel run (using the "get Acquainted" area.)

Mr. Olsen discussed animals that were rescued and placed for adoption at East Valley Animal Care and Control Center. The dog breeds were six Chihuahuas; one Spaniel mix-breed; and one Staffordshire Terrier mix breed. On October 5, 1995, Animal Control Officers from East Valley served a search warrant. The eight dogs were rescued from a filthy, debris filled, vermin infested residence. Criminal charges were filed against the pet owners including animal cruelty and too many dogs, unlicensed and unvaccinated. One of the pet owners was arrested on an outstanding bench warrant resulting from a previous East Valley Animal Care Center criminal filing.

The General Manager discussed L.A. Cityview, Channel 35 Magazine which had an article about the Department of Animal Regulation. The magazine stated: "Animal Regulation is a magazine-style program offering viewers three mini-stories about the Department of Animal Regulation. The first story focuses on the history of the Department, programs offered and the varied duties of animal control officers. The second story informs us of the extensive volunteer services including mobile pet adoptions, spaying and neutering opportunities and the special emergency equine rescue team. The final story gives the viewer an overview of pet care, such as what to expect when bringing a new animal home, licensing and identification tags.

The General Manager stated the Department interviewed for Public Relations Director and the new Director will start on November 20.

UNFINISHED BUSINESS

Consideration of Department of Animal Regulation Budget, Personnel and Facilities

Bernie Leichter, Sr. Personnel Analyst, distributed memo dated November 3, 1995 to the Board, General Manager and Assistant General Manager from himself. This memorandum gave an update on the Personnel Status Report of vacant positions in the Department in chronological order. Mr. Leichter stated this memorandum shows the status of all the vacant positions in the Department, the different steps that the Department has taken to fill or try and complete the hiring process, and the dates these different steps have been taken. President Barrett stated she appreciates the report being put in bullet form. The Board and Mr. Leichter discussed Animal Care Technician, Animal Control Officers, Director of Field Operations, Sr. Animal Control Officer; and Sr. Clerk Typist. The Department also lost five employees effective October 29, 1995. Those positions were two Animal Control Officers, one Veterinary Assistant, one Senior Clerk Typist, and one Senior Animal Control Officer.

The General Manager stated the Department has been asked to present a report to the Public Safety Committee this afternoon at 2:00 p.m. for several items, but specifically for roaming, wild, packs of dogs. This has been brought about because of the reduced core of personnel in the field over the last five years which results in an approximate 30 percent reduction of animal care and control staff. He stated that the Public Safety Committee has asked the Department to bring forward its report dated October 31, 1995 on public safety and other issues. Several Council Districts are concerned, as well as their constituents. Our community is concerned that these packs of dogs have taken over, sometimes holding people hostage in their homes. Bringing forth blithe to the area and a very low quality of life for the animals themselves. In order to address some of these issues, we have gone back in our history and indicate how we first addressed these issues. For example, education, and awareness with pet responsibility and law enforcement. The Department will be addressing this with the Public Safety Committee today. This will go hand-in-hand with our budget process in that in order to address these issues, we are requesting approximately 18 positions, both in the animal care and control field and in the veterinary field. When we have these sweeps, it leaves one or two officers in each district to serve the community. One officer handles approximately 333,000 people a day, approximately 40 square miles for every officer. That is their jurisdiction which is almost unheard of in the United States. At night, each officer is expected to handle 116 square miles. These are inadequate resources to service the community.

Commissioner Avila asked the General Manager if the Department is advising or making recommendations to the Public Safety Committee today. The General Manager stated the Department is advising them regarding the Council's concerns and making recommendations for handling future problems in Council Districts.

President Barrett mentioned that even if the Council Committee recommends 18 additional positions for the Department, it would be a long time before those positions would be on board. She stated the Department needs to make it clear, in the short run, there is no alternative other than continuing to convert resources (steal from Peter to pay Paul). Make it clear, that when sweeps are conducted, there is less service for the Council Districts.

The General Manager indicated that a sweep was done recently and that two officers were injured on duty while conducting these sweeps. This is something that we also have to take into consideration. Commissioner Avila inquired about overtime. The General Manager stated when Officers are tired, injury can occur more easily. They need some assistance. Mrs. Gordon indicated the Department has already overspent their overtime account.

The General Manager indicated last year at the Budget and Finance Committee that we had 41 Animal Control Officers. We now have 43, one is injured and one is on maternity leave. We are not making headway. President Barrett stated we will have five more officers on board in January. But she suggested that the General Manager tell the Budget Committee they do have the option of approving funds for more officers in the interim budget, and they should look at that as an alternative. The General Manager indicated that those officers that we hire in January will also need 8 - 10 weeks of training. We are talking March or April, 1996. The General Manger showed a map depicting Council Districts and what each shelter handles. Within each Shelter, there are units. For example, West Valley has three units, East Valley has four units. These are the units that should be deployed each day. A unit comprises an Animal Control Officer. He showed dark areas on the map that the Department cannot service because we do not have enough staff. We have asked for the appropriate number of Animal Control Officers to address these problems.

The Assistant General Manager gave an update on the Renovation/Construction Projects. For East Valley, permits and plans were transmitted to General Services on October 24, 1995. The parking lot is scheduled for resurfacing. Lou Robins suggested checking with the Bureau of Engineering and trying to get a timetable in writing from them.

President Barrett stated she would write a letter to General Services asking for this to move along and send copies to everyone in City Hall. It was suggested by Commissioner Avila that two letters be written, one to Councilman Alarcon and one from President Barrett to General Services.

For South Central Construction, preliminary design and possible timeline of construction of temporary facility was discussed with Bureau of Engineering and Department of Animal Regulation. Bureau of Engineering is to begin processing conditional use request and will contact Council Offices and residents for input. The design of the permanent facility is moving along on schedule and plans will be ready in the Spring. However, Architectural Division has been transferred to the Structural Division of the Bureau of Engineering. Inasmuch as this facility will be within 500 feet of a residence on both sides of the street, a Conditional Use Permit requirement is now requested for the temporary facility. Therefore, we are looking at an additional 100 days. Mr. Haraga, Assistant Deputy in Bureau of Engineering, has instructed his people to proceed immediately with contacting Council and residents in the area in order to short-hop some of the complaints so that when it does come on the Agenda, there will be no problems.

Commissioner Avila stated there is another short cut. If you can get the residents within the mailing radius to support this and say there is no opposition, hearings can be waived and shortcut the process. It then might take three months.

The General Manager stated that Ron Haraga's staff knows how to do this. President Barrett stated if this drags on and Bureau of Engineering cannot do this, then we can contact our volunteer community and see if we can't get people out in the field.

The General Manager discussed non-conforming use regarding demolition of the old South Central Shelter. Apparently the procedure to be followed when the current South Central Shelter is demolished, is to leave a piece at a time. The reason for this is because many years ago it became a "Manufacturing-Residential" zone. As soon as we destroy the South Central Shelter, it no longer exists for a use of an animal shelter. Rod Haraga, Bureau of Engineering, is trying to address this issue.

The General Manager learned that the cost for South Central is $6 million. We are budgeted for $4.2 million. He stated that overall we cannot take a big reduction in this area. President Barrett suggested the General Manager mention this to the Mayor when he meets with him.

<u>Consideration of "Red Alert Program"</u>
Gretchen Wyler thanked the Board and Department for accepting the program and seeing it through. Ms. Wyler presented the Commission with red alert tags and buttons. She stated the press conference regarding the Red Alert Program will be held on October 16 at North Central Animal Care and Control. She stated they are excited about this program, and if this pilot program goes well, they will offer this program, at their cost, to any city in America.

The General Manger stated it is an outstanding program, and has been very well received by personnel at the shelters. The General Manager discussed the procedure when an animal is brought into a shelter and how the "Red Alert" Program works.

The "Red Alert" Program will go into effect on October 16, 1995. President Barrett said, "Gretchen, we cannot thank you enough for the wonderful project."

<u>Consideration of Pet Vaccination Request for Proposal (RFP)</u>
A Motion was made by Commissioner Robins and Seconded by Commissioner Avila to approve the RFP for Pet Vaccination. (Unanimous approval.)

Consideration of Department Reports - General Manager's Progress Report (Period Report)

This item was carried over to the next Commission meeting.

Consideration of Spay and Neuter Voucher Program

Linda Gordon, Management Analyst II, distributed a memo dated November 6 to the Board regarding Spay and Neuter Voucher Program Status Report. Items discussed were: For 1995-96, the Department printed 20,000 vouchers. There were 14,150 issued. If we have the full anticipated redemption of vouchers, the estimated deficit will be $40,103 this year. Mrs. Gordon explained that $2 from each dog license, both altered and unaltered, goes into the Spay and Neuter Trust Fund. All pre-release spay and neuter, and free spay and neuter for senior citizens and disabled is paid from this fund. Eighty percent of these vouchers to date have been used by cats. Out of 3,199, only 683 have been used to sterilize dogs. This is funded exclusively from dog licenses. The statistics are compiled from vouchers of payment from veterinarians to the Department, and this information is entered into a data base. Mrs. Gordon indicated that 85 percent of vouchers issued have been returned by the veterinarians over the last five year period.

The General Manager asked about organizations that have not returned books, do we know why that is. These books were issued July 1, 1995. On the vouchers, it is printed when the vouchers must be turned in. Also discussed was list of humane organizations and status of information requested for Board of Directors and Signature card.

The General Manager asked what can be done about vouchers that have not been turned in and those who have not turned in requested information. Linda Gordon stated she has questions into the City Attorney regarding this.

President Barrett recommended Council Offices be involved in the voucher program. Mrs. Gordon stated that linking the voucher program with other programs in the Department is something that she would like to look at. President Barrett stated she would like Council Offices to be aware of how we are serving their communities, and there needs to be some linkage to them to show how we serve their constituents.

Lois Newman, Cat and Dog Rescue, spoke before the Board regarding spay and neuter program and costs being more expensive with dogs compared to cats.

NEW BUSINESS

Consideration of Cat Licensing Policies

President Barrett distributed and discussed memo dated October 27, 1995 to the Board and General Manager regarding Cat Licensing. She indicated that all she intends to do is to initiate a discussion regarding this subject. She had a Student Intern come in to help her to adjudicate piles of information and ordinances from all over the country. He summarized what the cat licensing consisted of. It was boiled down to the relevance of topics. There are a number of things needed to consider if cats are going to be licensed in the City of Los Angeles. There are many other communities that have cat licensing and have had for quite some time. Some of these communities go back to the 70's and 80's.

Some of the highlights to be considered regarding cat licensing are: Requiring licenses at what age; Requiring rabies shots; Type of identification required (options: collar & tag, tattoo, microchip or some combination); considering contribution to spay and neutering of cats; Leash law for cats; How to enforce; and How to educate the public.

Commissioner Robins asked what constitutes an owned animal. President Barrett stated I guess if it is an owned animal, it is licensed, and if it is unlicensed, it is not an owned animal.

President Barrett asked that staff and the Commission and the public review this and come back and see what else we need to consider. President Barrett asked for comments in writing to the Department be forwarded to her. There will be further discussion on this item during the second Commission meeting in January. She asked the Department come back with a step-by-step process on how this would be done.

UNFINISHED BUSINESS

Consideration of Leghold Traps - Presentation by Wildlife Protection League

Michael Bell, taxpaying citizen in good standing of the City of Los Angeles, Actor, Voice Animator, Announcer, Casting Director, Director and Producer, Executive Director of the National Coalition Against Pesticide Abuse, President of the Wildlife Protection League, Director of the Animal Legislative Action Network and founding member of the Coalition to Protect California Wildlife spoke before the Board. He stated that he is here today to present facts which have been researched by the Wildlife Protection League which he hopes will convince the Board to recommend to the Los Angeles City Council an ordinance that will ban the sale and use of all steel-jawed leg hold traps including the padded leg-hold (aka "the soft catch trap") in the City of Lois Angeles.

Mr. Bell mentioned that West Hollywood, Pasadena, San Francisco, Sacramento, Long Beach and many other progressive U.S. cities have either banned or are in the process of preparing ordinances to ban these traps. He said "we are only five years away from entering into the 21st century. And if it is true that Los Angeles is the prism through which America glimpses it's future, then should not a pledge of kinship to all peoples, regardless of race, sex, religion or social strata, also include other species?"

President Barrett inquired about the City not having a ban on leg-hold traps. It was mentioned the City of Los Angeles Department of Animal Regulation has a moratorium on leg-hold traps. Other private and governmental agencies can use leg-hold traps.

A Motion was made by Commissioner Robins and seconded by Commissioner Cook that a recommendation be made to support an ordinance to ban any use, sale, or possession of all traps that grasp and hold. (Unanimous approval.)

It was asked that the Department come back to the Commission with language on the leg-hold traps, etc. the second week in January

Michael Bell was asked by Commissioner Robins to provide a list indicating which counties or cities or states that have this.

Commissioner Avila suggested that two ordinances be written. One ordinance banning use of traps by all City Departments. And one ordinance that would ban private citizens and agencies in the City of Los Angeles from using traps.

<u>Consideration of Update on Complaint Process</u>

President Barrett gave a history on how the Service Complaint Process came into being in the Department. She mentioned that the Commission discussed this item at seven different Commission meetings over a seven-month period. During that process, a complaint form was developed and the Department set out to get more information.

Jerry Greenwalt, Assistant General Manager, discussed memo dated November 6, 1995 to the Board from the General Manager regarding "Update on Service/Complaint Process". Items discussed were the development of a form and internal procedure for responding to service complaints. Forms developed for use in this program were: a Service Complaint Form; Complaint Acknowledgement Form; Transmittal Letter (to accompany Service Complaint Form when one is requested by telephone); and a Service Complaint Information Sheet. Staff has been instructed to make every effort to rectify the problem before it becomes a formal, written complaint, the opportunity remains available to complainants to make their concerns known.

The Assistant General Manager indicated the complaint is received and forwarded to him and he reviews it and assigns it for investigation. If it is a controversial complaint, he may review it to someone not in that particular shelter. We send an acknowledgement letter to complainant indicating we have received their complaint and it is being investigated. The investigation is done and a report is submitted with recommendations as to whether or not there is a problem, whether or not there should be discipline, or a change in our procedures. If disciplinary action is recommended, it is forwarded to the Sr. Personnel Analyst. The disciplinary action taken ranges anywhere from a warning or counseling to discharge. It depends on the severity.

President Barrett asked about the guidelines for disciplinary action. Where do we go for guidance and what kind of disciplinary action can be taken. The Senior Personnel Analyst stated there are guidelines established by the Civil Service Commission for general offenses. There was a question about a hypothetical situation where a citizen was punched in the nose, and would that be grounds for dismissal. It was mentioned in that type of case, the person could appeal to the Civil Service Commission.

President Barrett asked the Assistant General Manager how well the Service Complaint process if working. Jerry Greenwalt, Assistant General Manager, indicated after the Commission meeting of March 20, the complaint procedure was forwarded to all shelters and since April 1, 1995, we have received 12 Service Complaints. There were seven improper behavior complaints. There was discussion regarding action taken by the Department on these complaints. President Barrett asked Jerry Greenwalt if the Department has heard from the public on any input on complaint form, the process, and how it could be revised to be more helpful or easier to use. Jerry Greenwalt indicated the Department has not. It was also indicated a press release was put out on this and Council Offices received notification of the Service Complaint Form. It was recommended that if a Shelter Supervisor is unable to rectify complaint of citizen, then a Service Complaint Form should be given to the citizen by the Supervisor.

Lois Newman recommended signs be made the size of the Red Alert Sign educating the public about the Service Complaint Form.

Dr. Mangiamele stated she believes it is most helpful if supervisors first talk to citizens to try and resolve the problem and if that is not possible, then supervisor gives the Service Complaint form to the citizen.

Commissioner Robins stated she feels the Service Complaint form should be easily accessible to the public.

President Barrett stated she has a letter to her dated November 2, 1995 from William C. Violante, Deputy Mayor, which she read into the record. The letter stated:

"Dear Gini:

"It has recently been brought to my attention that several individuals have once again made allegations including cruel treatment to animals, premature euthanasia of animals and the like, against unidentified Animal Care Technicians and other department employees.

"Although the Department has recently implemented and designed a new system and complaint form for public use in these situations it appears that the system is not being utilized. Instead, the allegations are being phoned in to my office or being aired at your Commission meetings.

"In order to address these allegations, I recommend that the Commission call for an outside review of the Department's actual procedures concerning animal care, treatment and euthanasia. My office would be willing to work with you to convene an outside panel to review these processes and practices.

"Thank you for your consideration of this matter.

Sincerely,
William C. Violante, Office of Public Safety Deputy Mayor"

President Barrett stated that General Manager Olsen has requested from the Mayor's Office several times that we look into the matter of a Management Audit of the Department of Animal Regulation. President Barrett indicated this is more specific than that but she feels this might be the next step we might want to go to try and clean all this up. This might be where we can address anonymous complaints and how they can be handled.

Commissioner Robins made a motion which was seconded by Commission Avila as follows: "That President Barrett be authorized to work with the Mayor's Office on figuring out how the Department can do this." (Unanimous approval.)

President Barrett indicated she will proceed to discuss the matter with the Mayor's Office and get back to the Board.

Commissioner Robins stated that the Department employees should in no way consider this a hit. President Barrett stated maybe this is an asset to the Department because Department employees are tired of living under a cloud--that is, accusations in which employees cannot clear up themselves. We have tried a couple of methods. They haven't worked, let's move to the next step.

PUBLIC COMMENT

Art Snyder, General Counsel for Info Pet for South California, spoke before the Board regarding their supporting a group of veterinarians and animal owners from San Fernando Valley and the West side regarding scanning on existing implants. Info Pet has about 5,000 implants in Los Angeles City, 5,000 a year implants are being done in Ventura County, 5,000 implants are being done in San Bernardino County, and another 4,000 a year in Los Angeles County. The fact is there are about 25,000 Info implants a year being put in surrounding areas of the City of Los Angeles. Mr. Snyder asked that this matter be placed on the next agenda.

Anita Cohen, SVCMA, gave an update on what the SCVMA has been doing regarding the severe downsizing of the Comparative Veterinary Medical Service Unit of the County Health Department. She stated that she and an associate of hers met with County Supervisors offices and they have received no response. They are very concerned about the severity of the situation where they cannot monitor rabies, distemper, and other viruses that will affect animals, but can be transmitted to the humane population. The SCVMA has no agenda in this, it is purely a public safety health issue. She asked if there is any assistance the City can give, they would appreciate it.

Lois Newman spoke before the Board regarding articles in the news paper regarding breeders. She called and found 172 persons offering dogs for sale. She suggested getting a reverse directory to find out who these breeders are and force these breeders to pay the $50 fee.

Phyllis Daugherty spoke before the Board regarding the press conference to be held by Councilman Wachs for "Toys for Pets" on November 20 at 10:00 a.m. It was decided that the press conference would be held in the Board of Animal Regulation Commission meeting room. Phyllis Daugherty also spoke regarding the Breeders Ordinance and legislation.

Michael Bell stated that he had contacted everyone he knows that has petted an animal to attend meeting on November 20 regarding Owner Turned In Animal issue.

GENERAL MANAGER'S REPORT

The Assistant General Manager gave an update on Departmental Projects Requiring Council and/or Mayor Approval report dated November 3. 1995. Section 53.12.1 - Care of Indigent Animals was approved by City Council on November 3. Other items discussed were Dog and Cat Spay and Neuter Services; License Fee Canvassing Services; Pet Vaccination Clinic Services; Microchip Identification System; License Increase and Impound Fees; and Pot Bellied Pigs.

Derek Brown, Shelter Supervisor, West Los Angeles Animal Care and Control Center, spoke before the Board and stated it has been very informative attending the Commission meeting. He would like to be invited back as well. He invited the Board to visit West Los Angeles Center and stated if the Board would ever like to visit West Los Angeles for a ride-a-long, he would love to accommodate.

Annetta Vernon, Field Supervisor, East Valley Animal Care and Control, spoke before the Board and stated it has been interesting.

President Barrett thanked Derek Brown and Annetta Vernon for coming to the Board meeting and expressed her appreciation for all the work they do. She stated they know it is very frustrating out there in the field, and she wanted to share with them, it is also sometimes very frustrating here because we feel we are trying to drag the building uphill because of all the City procedures and processes to hold them back.

Derek Brown recommended closed circuit T.V. for the Commission meetings and to pipe it back to district offices. He also suggested along with complaint forms, we might also want to have complimentary forms available to the public.

The General Manager asked that Annetta Vernon show the display of animals rescued on November 8, 1995.

President Barrett announced there would be an Executive Session on November 20, 1995 at approximately 11:00 a.m. regarding Consideration of Employee Job Performance.

The meeting adjourned at 12:45 p.m.

December 18, 1995
ATTEST

PRESIDENT

COMMISSION SECRETARY

a:11-6-95cm

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, October 16, 1995

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Monday, October 16, 1995, at 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Barrett and Commissioners Afriat, Cook and Robins.

Members Absent: Commissioner Avila.

APPROVAL OF MINUTES: The Minutes of September 18, 1995 were unanimously approved.

STATUS REPORT ON PUBLIC RELATIONS ITEMS

The General Manager advised that Boxcar Willie, a dog which was found near death in a boxcar, was adopted by Tim Parks, the person who found the dog. Boxcar Willie was nursed back to health by a private veterinarian. There was a party at Harbor Animal Care and Control for both Boxcar Willie and Tim Parks. Also, the Department rescued a dog in MacArthur Park over the weekend. However, the news media indicated the Department was not available to help the animal. If one looks at the records, it shows Officer Randall from North Central did assist. The General Manager stated he wrote a letter to the news media and he talked with Channel 7.

UNFINISHED BUSINESS

Consideration of Department of Animal Regulation Budget, Personnel, & Facilities Update

The General Manager stated that Councilwoman Laura Chick has requested that the Department outline in a report the problems regarding packs of dogs running loose throughout the City, the inability to put out a humane education program, and all that we lack in resources. She wants to see a broad picture. The report is due to Councilwoman Chick on November 15.

Jack Nylund, Sr. System Specialist, discussed the Department's on-line computer system status. The bottom line is that there is no real progress at this time. The money has not been transferred from ITA to the Department of Animal Regulation. That report is now going to two Council Committees. We did get the go ahead to buy the hardware. Mr. Nylund stated hopefully we will have at least some PCs by Christmas. President Barrett requested that Jack Nylund document every step the Department has taken in this process to obtain PC equipment, etc.

Bernie Leichter, Sr. Personnel Analyst, discussed memo dated October 18, 1995 regarding Personnel Status Report. Items discussed were Animal Care Technician, Animal Control Officer, Director of Field Operations, Public Information Director, Sr. Animal Control Officer and Sr. Management Analyst, and Veterinarian.

Mr. Leichter also mentioned the Department will be losing a Sr. Clerk Typist, an Animal Control Officer, and a Veterinary Assistant within the next week or so. He stated the Department will be submitting unfreeze requests.

Commissioner Afriat requested that future Agendas have an on-going item entitled "Executive Session - Personnel" since the Department has a lot of personnel matters going on. It was requested that the Commission Secretary check into this matter.

The General Manager indicated he and the Assistant General Manager met with the CAO, General Services, Bureau of Engineering and a member of Councilwoman Walters Office and others regarding the temporary South Central facility. The General Manager distributed a report prepared by the Architectural Division of the schedule of events and dates regarding the South Central temporary facility. The General Manager indicated at this time we are $100,000 short for the temporary facility, and the plan is to remove that amount from the original design of the permanent South Central facility. We are talking about two Butler Buildings, one for kennel facilities and one for administrative offices.

President Barrett asked for a "bullet" report on facilities. She asked that the Department document and give a history on the facilities from day one. These problems need to be documented.

<u>Consideration of "Red Alert" Program</u>
It was requested that this item be placed on the November 6 Agenda. At that time Gretchen Wyler will make a presentation.

Joyce Pieper read a letter to the Board from Elyse Mayberry, C.A.T.S. Inc. regarding a healthy cat (Impound No. 23423) being put down at West Valley Animal Care and Control Center.

Commissioner Cook indicated he was the individual involved regarding the healthy cat (Impound No. 23423). He visited the West Valley Shelter on October 10 and told no one who he was. It was requested by the President that this item be discussed at a later time.

Lois Newman stated there is a two-tier system. (1) Stray animals being kept for seven days, and (2) an owner give-up animal is kept for one hour. That is what the policy of the Department is. She stated if the Red Alert encompasses this, we will not have this kind of problem anymore. Owner given-up animals and strays should be treated equally. For an owner given up animal, she would like to see the Red Alert program start in 24-hours rather than the five days.

Jamie Pinn asked if a Red Alert person does not pick up an animal on the fifth day, can the rescue organizations bail it out on sixth day under the yellow card program rather than wait until the ninth day.

Consideration of Pet Vaccination Request for Proposal (RFP)

A Motion was made to continue this item by Commissioner Afriat and Second by Commissioner Robins. (Unanimous approval.) Staff asked that the Commission review this and to contact department staff regarding any comments they may have.

Consideration of Impact of County Closure of Rabies Testing Activities

Dr. Mangiamele distributed and discussed memo dated October 11, 1995 to the Board regarding "Update on Rabies Trends in the State of California". This memorandum gave a summary of data collected by the California Department of Health Services, Veterinary Public Health Section on rabies. The total number of rabies cases in the State of California for 1995 to date is 282. In 1984 in the County of San Mateo, a female was bitten by an imported dog; in 1987 in San Francisco County, a male was bitten by an imported dog; in 1991 in Fresno County, a male was bitten by an imported dog; in 1993 in Contra Costa County, a male was bitten by an imported dog; in 1994 in Alameda County, a male was bitten by a bat; and in 1995 in San Benito County, a male was bitten by a bat. President Barrett asked what imported dogs means, were they bitten out of country, or by dog that was brought in. Dr. Mangiamele stated probably exposed out of the country and came back to the United States and became ill. That is the usual scenario. Dr. Mangiamele distributed "Shelter Sense" magazine dated September 1995 for the Commission. She indicated the whole issue is devoted to rabies control.

She read the following: "In every year since 1989, the reported number of rabid cats has exceeded the reported number of rabid dogs. Also the estimated cost of post-exposure treatment for approximately 35,000 people in the United States who receive it each year is $45 million. This is another issue we need to be concerned about. Dr. Mangiamele also indicated that she met with various animal control groups, and the consensus was that all animal control groups would like to act collectively and as a group, all do the same and act the same way regarding rabies issue.

Pre-exposure immunization shots for humans was also discussed. Dr. Mangiamele stated she has been vaccinated and feels that Animal Control Officers and Animal Health Technicians should be vaccinated. Vaccines cost from $60 - $120 for each shot.

Commissioner Afriat asked if the Department or municipal governments collectively discussed their concerns. Dr. Mangiamele stated that this was discussed at the Ad Hoc Council Committee meeting. Commissioner Afriat asked that a letter be sent to five members of the County Board of Supervisors from the General Manager. The Assistant General Manager also suggested that the City Attorney write letter regarding the County's legal responsibility regarding this. Commissioner Afriat also asked if Volunteers hold the Department harmless of something happened to them. Linda Gordon, Management Analyst, stated the City policy on that is that volunteers are treated as unpaid employees. As such, they are covered by a special insurance policy that the City has specifically for volunteers. Commissioner Afriat asked if they would be covered under Workers' Compensation. Mrs. Gordon said they would. Commissioner Afriat asked what impact Workers' Compensation claims have on our interdepartmental budget. He asked for a copy of the Workers' Compensation report be sent to him monthly.

It was mentioned that the Department was never consulted by the CLA regarding the rabies health crisis. It was by chance Linda Gordon heard about it and contacted the General Manager and Assistant General Manager on a Wednesday night. On Thursday, the Assistant General Manager, and Dr. Mangiamele scrambled to put together a report for Friday's Ad Hoc Committee meeting regarding this. They were very appreciative and the Department gave them good information and statistics. The Assistant General Manager indicated the CLA and CAO are reviewing the Department's report and will prepare a report to Committee on the Department's recommendations.

Lois Newman spoke before the Board regarding the County doing any preventive work in area of bait vaccine.

Michael Bell asked how many human mortalities are due to rabies. President Barrett mentioned in California there were six human fatalities since 1984.

President Barrett asked for an update on the Ad Hoc Committee meeting regarding the impact of County closure of rabies testing activities.

The meeting recessed at 11:15 a.m.

The meeting reconvened at 11:30 a.m.

Consideration of Task Force on Rescue Organizations and Zoning Proposals

Commissioner Afriat had a meeting with the Chief Zoning Administrator. Although they were not willing to go as far as the Task Force would like to go, they are willing to look at legislation to both increase the number of animals that are allowed by individual owners and to provide for some kind of a system for rescuers.

Commissioner Afriat made a motion which was seconded by Commissioner Robins as follows: "That the Board of Animal Regulation specifically request the General Manager of Planning Department to work with the Department of Animal Regulation on ordinance changes to increase number of animals that are allowed by individual owners and to provide for some kind of a system for rescuers, and that Commissioner Afriat be designated as representative of the Department." (Unanimous approval.)

Consideration of Department Reports - General Manager's Progress Report

It was requested that this item be continued. A motion by Commissioner Robins and Seconded by Commissioner Afriat was made to continue this item. (Unanimous approval.)

Consideration of Spay and Neuter Workshop Report

President Barrett discussed and distributed a report entitled "Pet Overpopulation Workshop - April, 1995". This report included a Workshop Recommendation Synopsis. President Barrett stated she reviewed the report and stated that until the Department has staffing to assist in following through on recommendations, it may be a while before these are implemented. She mentioned she has volunteer student interns who are presently assisting in doing research and organizing data and calling cities around the country gathering data on (1) anything and everything they can find related to cat licensing and (2) an ongoing project which deals with all sorts of owner responsibility issues such as leash laws, breeding ordinance, spay and neuter vouchers, pet store sales etc. These items will be categorized.

President Barrett indicated that what she would like to do is link the licensing program with the voucher program. It is suggested in the Workshop report that when a license goes out, a voucher go out also. We need to look at whether or not it is physically possible today. Commissioner Afriat stated we might want to have a discussion in the future regarding license renewal mailings. Linda Gordon stated we now have ability to print messages on license renewal forms and we are in process of printing voucher availability to those animals that are unaltered.

President Barrett asked the Commissioners to think about the types of changes they would like the Department to have in regard to communications, printing, data collection, computer systems, etc. such that we can make sure staff has those. Linda Gordon indicated that staff has quite a list.

Commissioner Afriat suggested another approach to provide vouchers to licensed unaltered animals would be to provide that data to Council Offices. They could mail them to their constituents. Linda Gordon indicated the Information Technology Agency has ceased to provide the system the Department needs to provide ad hoc reports needed for the Department to process information to the public.

President Barrett inquired about advertising on City vehicles. It was asked that the Department draft a letter to the City Attorney to clarify whether or not the Department can advertise on trucks. If the City Attorney says no, ask why and give other Department examples where they are advertising and selling items. (For example, Project Restore.)

Commissioner Afriat also suggested that we ask if we cannot receive payment, can we receive credit. For example, someone provide us a vehicle, or a company wants to provide dog food for a year, can we provide advertising for them. The Assistant General Manager stated the critical question is whether or not it is a City- owned facility or equipment, or whether or not it is done specifically on private property.

President Barrett asked that staff at a future date come back and explain to the Board ideas about (1) the ability to sell ads on the trucks and (2) discuss the broader question about other projects like selling tee shirts, etc.

PUBLIC COMMENT

Lois Newman, Dog and Cat Rescue, spoke before the Board regarding black cats and Halloween. She asked that black cats be held for two weeks during the Halloween season and that they be held until November 2.

Michael Bell discussed his concern about owner animals that are turned into shelters. He asked what the existing policy is by the Department when an owner turns in an animal. He wanted to know what happens after a staff member takes the driver's license. What procedures are followed to verify the dog owner is in fact the proper owner.

Joan Luchs, Animal Alliance, inquired about a report prepared by the Department regarding Dogs Licensing and Fee Increases. Her concern was about charging fees to bring in animals or have Animal Regulation pick them up. She believes people will just drop off animals and not bring them into the shelters if they are charged.

GENERAL MANAGER'S REPORT

Beverly Pannell, Sr. Clerk Typist, West Los Angeles Animal Care and Control Center; and Tom Hudson, Supervisor in charge of kennel facilities at Eest Valley Animal Care and Control Center were introduced by the General Manager.

Beverly Pannel spoke before the Board. She has been working at West Los Angeles for ten years. Tom Hudson spoke before the Board and mentioned he has been with the Department since 1972. He came in as an Animal Control Officer and in 1979 promoted and has worked at South Central, West Los Angeles, East Valley and at what was formerly known as Ann Street Shelter. Commissioner Robins stated she has known Tom Hudson a long time and he is one of the great people at East Valley. Tom is one that will take an animal that is not exquisite and make sure that animal gets adopted. We all appreciate that.

Beverly Pannell said she would like each and everyone of the Commissioners to come down to West Los Angeles and visit with her, or if that is not possible, to give her a call and they can chit chat about the problems and also the good things that are going on.

President Barrett stated we know that resources are tight and problems are plentiful and we really appreciate your hanging there day after day, and we know it is a high stress situation and we are not the ones on the front lines. We do want you to know we understand it is difficult out there and we appreciate what you do.

Commissioner Afriat asked if we could do one thing to make your job better or make this Department more responsive to animals and the public, what would that one thing be? Beverly Pannell answered an increase in employees and education of employees, let them know the needs of the public we serve and the needs of the animals, and sensitizing them to both would make this a better Department. Tom Hudson also agreed and suggested a student intern program.

President Barrett asked if these students are interested in animal regulation as a career or strictly for volunteer assistance. The General Manager mentioned some of these students have gone on to become Veterinary Assistants and he knows of one who has gone on to become a veterinarian through these school programs.

The General Manager distributed to the Board the Monthly Report to the Mayor for September. He indicated this report is in a new format. Mr. Olsen also indicated the Black Cat moratorium policy during the Halloween period will continue every year. Commissioner Afriat indicated he will write a PSA regarding the moratorium on black cats, orange, and orange and black cats.

The Assistant General Manager gave an update on Departmental Projects requiring Council and/or Mayor Approval. Items discussed were Care of "Indigent" Animals M.C. Section 53.12.1; Pot Bellied Pigs; Equine License Fee; Dog and Cat Spay and Neuter Services; Pet Vaccination Clinic Services; License Fee Canvassing Services; Microchip Identification System; License Increase and Impoundment Fees.

COMMENTS BY BOARD MEMBERS ON ITEMS NOT ON AGENDA

Commissioner Cook thanked Ms. Mayberry for her letter regarding incident that happened at West Valley regarding a cat. He also thanked Michael Bell for speaking before the Board on this subject. Commissioner Cook stated he wanted to discuss an experience he had at West Valley Animal Care and Control Center on October 10. He went to West Valley to visit the shelter and went into the cat facility. When he was there a lady came in with a black cat, who obviously had been someone's pet and obviously from a good home. The neighbor who owned the cat was moving to Minnesota and asked her to bring the cat in. The cat was taken and put in a cage. He went to check on the cost to get the cat. He told the Officer he was interested in the cat and said he would ponder adopting this animal and let the officer know tomorrow. The next day he went to Commissioner Afriat's meeting and at twelve o'clock, when the meeting was over, he used Commissioner Afriat's phone and he called Elyse Mayberry who was working in that facility. Ms. Mayberry said she would check on that animal. Commissioner Cook said he had a misgiving as to whether or not the animal would be put down because he had brought this up to the Officer. He asked if it was the policy of this office that the animals are put down rapidly when they are brought in by owners or people who claim to be owners. The officer said they are very seldom put down in the shelter. Ms. Mayberry checked it out for Commissioner Cook and told him the animal had been put down at 10:15 that morning.

Commissioner Cook said he was totally outraged. He talked to the manager of the facility and asked questions. He said he had asked the officer to note that he would be back tomorrow to make his decision on whether or not to pick the animal up. He asked why when he had asked the Officer to note he would be back tomorrow, why it was not noted on the cage of the animal he was interested.

Commissioner Cook said he was totally outraged. He talked to the manager of the facility and asked questions. Commissioner Cook asked why when he had asked the Officer to note that he would be back tomorrow to make his decision on whether or not to pick up the animal, why it was not noted on the cage of the animal he was interested. The officer said he did not know and he would check on it. Commissioner Cook asked what was the hurry, there were plenty of cages available, why did we have to put this animal down within 24 hours. These are all questions that a rather irate Joe Public would ask and I asked. My point is now, if anyone can go out and take my cat, your cat, or my dog, your dog and bring them in to the shelter and simply claim that it is his or hers and that they were asked by a neighbor to bring it in, then everyone's animal in Los Angeles is in deep danger from a neighbor or just plain hateful people. That's his view of what he gained from this experience.

Commissioner Cook said if an animal is lost, generally you'll give it a while. Cats will come back the next day. The lesson he learned here is that if you wait that long and some disgruntled neighbor or hateful person's picked up your animal and taken it into a City of Los Angeles shelter, then your animal will be dead before you decide to get in your car and check it out. I think that this incident really highlighted an existing policy that in the interest of justice and fairness to the pet owning citizens of this community and to the animals themselves, there is a cry for a solution. He recommended that this policy be placed on the Agenda for the next meeting for the purpose of establishing an equitable policy in this case.

Commissioner Robins stated that in the past this item was brought up, and it was noted that the owner of an animal is given information that they have one hour to change their minds. If the animal is healthy, it can be adopted immediately. She said she does not know about this particular cat, whether it was sick or what. But the policy is that the animal is kept for one hour so the owner can change their mind. Other than that it is adoptable immediately. If there were empty cages, it needs to be looked into why the animal was put down. We really don't know and I assume the Department is investigating this. The fact is there is a policy and people at the shelters know that policy.

Commissioner Cook said his point is not so much the owner of the animal, but someone who claims to be an owner and brings in my cat. That is what he is interested in.

President Barrett stated we should look at all our animals and see how we can maximize their adoption, but she does not want to work on a lengthy verification program for something we haven't proven is a problem. Commissioner Afriat agreed, but he wants to give these animals the benefit of the doubt and an extra five to seven days rather instead of putting them down inside of 24 hours would be his recommendation.

Commissioner Afriat indicated he would be out of town for the next meeting and asked that this item be placed on the November 20, 1995 Commission meeting agenda. Commissioner Afriat asked that Department staff be prepared to answer all questions regarding this issue on November 20.

The meeting adjourned at 12:45 pm.

December 4, 1995
ATTEST

Gini Barrett
PRESIDENT

Giselle Hauge
COMMISSION SECRETARY

c:10-16-95cm

Final Paper

ROUGH DRAFT

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, October 2, 1995

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Monday, October 2, 1995, at 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Barrett, Vice-President Avila and Commissioners Afriat, Cook and Robins.

UNFINISHED BUSINESS

Consideration of Modifications to Impound Policies to Maximize Adoption Opportunities

The General Manager mentioned that currently stray dogs and cats that are over the age of four months of age, and do not have a traceable owner, are made available for adoption on the morning of the eighth day at 8:00 a.m. He stated that the Department is proposing a Department policy change to allow these animals for adoption on the morning of the fifth day. This would help to find homes for animals in a more timely manner, as well as allow more cage space. He stated he is not suggesting to change the disposition date wherein animals are euthanized on the morning of the eighth day--that would remain the same.

Commissioner Robins made a motion which was seconded by Commissioner Cook as follows: "That the Department be allowed to change the policy of allowing animals to be adopted on the fifth day rather then waiting until the eighth day."

Consideration of Coyote Issue - History & Update

President Barrett stated that this question is about a statement that was made, when the coyote problem occurred in Griffith Park, that we have a tremendous increase in coyote sightings, problems, and population in the last decade. She asked staff to go back through whatever records we have and to tell the Board what those records show.

The Assistant General Manager indicated he discussed this with staff and he was able to obtain statistics for the last ten years from the West Valley Animal Care and Control Center. Unfortunately, we do not have statistics for the other shelters where there is coyote activity beyond this last year.

Mr. Greenwalt reviewed and discussed the West Valley statistics which showed from fiscal year 1984-85 to 1995 there were the following coyote complaints: 125; 133, 99, 98, 79, 230, 194; 169; 161; 195; and 170. The yearly total for this last fiscal year was 550 coyote sightings. The Board asked that Mr. Greenwalt write a report on this and send it to the Board as soon as possible. President Barrett also stated it would be interesting over time to prepare a chart that relates to draught and heat that probably has a great impact on day-to-day activities more than anything else. Then over time we would be able to predict the weather and possibly get funding for water sights.

Marshall Vernon, Sr. Animal Control Officer II, spoke before the Board and stated coyote complaints come in every day. The coyotes are encroaching on private property, and dogs and cats have been killed. President Barrett asked if these properties are adequately fenced yards. Marshall Vernon stated alot of coyotes are coming down from the Encino area. President Barrett requested that the Department ask if a property is fenced.

The Assistant General Manager indicated the coyote trapping procedure is in its final draft form and the Board will have a copy at the next Commission meeting.

Michael Bell spoke before the Board regarding water holes for coyotes. He discussed putting water holes in new developments and making that a requirement.

Lois Newman spoke before the Board regarding use of waste water being piped in for animals. She also questioned whether or not these animals were coyotes or Shepherds because they look alike. She suggested people being told to keep their animals in at night.

<u>Consideration of Department Reports to the Commission</u>
Bernie Leichter, Sr. Personnel Analyst, gave a status report on personnel matters. He discussed memorandum dated September 29, 1995 to the Board regarding "Personnel Status Report". Mr. Leichter walked the Board through each item of his memorandum regarding the following items: (1) Status Report of all pending personnel hires: Animal Care Technician, Animal Control Officer, Director of Field Operations, Public Information Director, Senior Animal Control Officer, Senior Management Analyst and Veterinarian; (2) Status of Employees Working; (3) Personnel working on special tasks/projects; (4) Pending retirements; and

5) other. Commissioner Avila asked that Bernie Leichter provide any recommendations he may have regarding status report on personnel items. Commissioner Afriat asked that the Personnel Status Report be prepared in a bullet-point type style. He also asked that names and phone numbers of City personnel to contact be included in the report. This report should be submitted to the Board on a monthly basis.

The General Manager introduced the Department's City Attorney liaison, Valentin Dinu. Mr. Dinu, Deputy City Attorney, introduced himself and stated when the Department has any questions, to call him and he will be more than happy to assist. President Barrett stated we are delighted to have him on board. The Board inquired about the RFPs for the Spay and Neuter Program and Pet Vaccination. He stated Jerry Theis in the City Attorney's Office handles all RFPs in the City, but Mr. Dinu stated he will inquire about it. President Barrett stated the Mayor's Office has set very, very strenuous financial goals for this Department. There may be a $220,000,000 to $250,000,000 shortfall in the City's budget next year. There is no question we are under gun. We have to get those RFPs out and get the revenues coming in, and need to be provided with the City Attorney's services. President Barrett said she would hate when the Department gets into the budget process for us to say the City Attorney's Office did it. But we will if we have to. She stated we really appreciate any help you can give us in getting the two RFPs out the door. They are important from a humane standpoint, financial standpoint, public safety standpoint and every aspect at this time. Commissioner Avila asked what other assignments Mr. Dinu has. Mr. Dinu stated he handles City Clerk, collection of bond defaults (Public Works), he sits on Board of Administration for Tax Hearing and does other related litigation. His primary responsibilities are Animal Regulation, City Clerk and Public Works.

The meeting recessed at 10:49 a.m.

The meeting reconvened at 11:04 a.m.

Commissioners Afriat and Avila left the meeting at this time.

<u>Consideration of Emergency Preparedness Fair - Update</u>
Fred Michael, Emergency Preparedness Coordinator, played a video of the Emergency Preparedness Fair held at Griffith Park in April, 1995 in which the Department and Emergency Equine Response Team participated.

Mr. Michael stated this past weekend at Pierce College an equine group met and there were approximately 40 people who learned how to halter horses, and how to load horses in different types of trailers. There will be more training in the future.

Fred Michael also discussed a budget meeting he had at the Emergency Operations Center regarding the portable trailer which will be used for emergencies, show and tells and for pet adoptions. We now have $46,000 to build the trailer. We are looking at approximately one year for completion. It is the first one in the nation and has received total support from the Emergency Operations Board. There is a lot of interest from the County and State and Federal government on this particular project.

STATUS REPORT ON PUBLIC RELATIONS ITEMS

The General Manager discussed an article in the L.A. Times on October 3, 1995 regarding stray dog packs in the South Central; an article regarding "Boxcar Willie"--a very sick dog found in a boxcar who came from the South which was rescued and brought to the Harbor Animal Care and Control Center. Boxcar Willie will pull through and is going to be adopted by Tim Parks who found him. Dr. Mangiamele gave a status report on the health of Boxcar Willie.

In regards to John Mitchell's article about South Central and packs of stray dogs, President Barrett stated the problem is not only in South Central, but in other areas.

Consideration of Department of Animal Regulation Budget, Personnel, & facilities Update

The General Manager discussed a letter from Mayor Riordan dated September 21, 1995 regarding Fiscal Year 1996-97 Budget Policy. The Mayor indicated this year's budget development process is going to be demanding and challenging. It has been requested that each manager submit by December 1 the initial proposal for 1996-97 performance goals. Each manager's performance goals for 1996-97 will be finalized in conjunction with Council adoption of next year's budget.

The Harbor Shelter floors will be finished as of today. There are other facilities that are of concern. The General Manager spoke with the City Engineer and CAO, and a meeting is scheduled for tomorrow. The private architectural company is going forwa with their drawing of South Central facility. We are short by $146,000 for the South Central temporary facility. However, t is because the architects and Engineering stated they would no make the facility any larger than we have now. What was not taken into consideration was the fact the present facility we are using now is the spay and neuter clinic, not the former administrative facility.

The General Manager indicated a report dated October 1, 1995 regarding where the Department is with our goals and objectives will be sent to the Mayor and Chair of Public Safety Committee. The report discusses all issues, and outlines steps involved in trying to meet our goals and objectives.

President Barrett mentioned the goal of East Valley Renovation needs to be shown in bullet form, including its history. Jerry Greenwalt gave an update on the status of East Valley Renovation project. It is presently in Bureau of Engineering for modification of parking part of the plan check.

Consideration of Spay and Neuter Report

Dr. Mangiamele, Chief Veterinarian, discussed memo Dated September 29, 1995 regarding Early Spay/Neuter Questionnaire with SCVMA Hospitals. There was a 54 percent return on the questionnaire consisting of six questions pertaining to the spay and neuter program. Question No. 3 asked "Would your hospital spay/neuter as early as 8 weeks of Age." Twenty-three said yes, and thirty-one said no. Dr. Mangiamele stated not all hospitals the Department uses are SCVMA members. She indicated she would like to pose the early spay/neuter question specifically to the veterinary hospitals that are currently being utilized by the Animal Care and Control Centers.

There was further discussion about questions asked on the questionnaire. Dr. Mangiamele indicated she is working on a questionnaire that would pose questions where the responsibility would be shared with veterinarians, as well as Department staff. The Board encouraged Dr. Mangiamele to prepare another questionnaire which will be sent to other veterinary hospitals the Department uses, as well as SCVMA hospitals.

Dr. Mangiamele expressed her gratitude to Marshall Vernon and Richard Felosky for their help and assistance in answering questions or problems she has had at shelters, or basically in educating and helping her to understand what happens at the shelters. She wants to give a personal thank you to them and she has a great deal of respect for the work they do. When she needs something done, they help her immediately.

GENERAL MANAGER'S REPORT

The General Manager indicated at the last Department staff meeting, it was suggested by staff that we have one to three shelter employees come before the Board to introduce themselves and talk about their shelter, and to ask the Board to possibly talk with them at their facilities.

President Barrett welcomed Marshall Vernon and Richard Felosky and said we are delighted to have you here.

Richard Felosky, Shelter Supervisor, North Central Animal Care and Control Center, indicated he came primarily to invite the Board to the North Central facility to see how it functions and to look at the personnel problems we have. If you like, we can arrange for the Commissioners to ride along with our officers.

Lt. Felosky told the Board a little about the shelter. He mentioned the shelter is located a few blocks from where the little child was shot a few weeks ago. We do have problems in the area. The shelter is very close to an M-zone, manufacturing zone. M-zones by and large are not the best zones to be in. One problem is graffiti from top to bottom in the area. Interestingly enough, the shelter is 99.9% graffiti free. Lt. Felosky stated the shelter does have other problems he feels the Board would be interested in and could learn about first hand. He stated it would be good for the employees to meet and see the Commission and understand what you do to possibly gain more respect for your position and what you do to interface with us; how we can help you to help us. Lt. Felosky said, "I hope you will come out and take us up on this."

Marshall Vernon, Shelter Supervisor, West Valley Animal Care and Control Center, invited the Commission to come to West Valley, not only to look around West Valley and see what it is about, but to ride along with the officer(s) to get an idea of what an Animal Control Officer goes through on a daily basis. You are invited either day or night. West Valley Animal Care and Control Control Center handles 105 square miles in the City of Los Angeles--that's bigger than some states. You can get an idea of of what's going on, the diversity out there, all the way from our various problems with domestic animal population to the wild animal population. You will see the lack of personnel, but you already know that. There are extreme constraints. We are doing the best we can. Now I even resort to using Animal Control Officers as clerical personnel, redeeming, selling animals, issuing licenses, working the kennels because there is no other solution. Mondays have been set aside for steam cleaning and the Animal Control Officers go out to the kennels and steam clean. That is where we are at right now. I would like you to come out and see West Valley Animal Care and Control Center. I know I am crying the blues, but someone has got to listen.

President Barrett stated the Board is delighted to listen. We absolutely believe it. There is no question that this Department is under resourced by a long shot. We hate that. We spend our time beating up people at City Hall. It is an incredibly frustrating process. This City has a lot of pressure, few resources, and a lot of structural barriers and to take 102 times longer than it should. No matter what you do, if 8,000 people have to touch it, that is a long process.

Lt. Felosky stated we would like you to know that we are here because we are concerned. We would like to show that we are concerned by being here. President Barrett said, we appreciate that. Lt. Felosky stated 27 years ago we were rescuing the City's animals, and making programs and altering programs to things better. We are still here because we still have that attitude and same fire for it. We need your help and directi

President Barrett asked if she or any other Commissioner were to come to the shelters, would it be possible to pull employees together to talk to them for a short talk for 15 - 30 minutes. Both Lt. Felosky and Vernon stated that it would be tough, but perhaps that morning we could arrange for extra volunteers or people we know that would assist. If we had advance notice, it would be very possible.

President Barrett stated one thing she wants to communicate to them is the fact that as frustrated as we are with the situation, the fact of the matter is the City's budget is not getting any rosier by the day. Our picture is difficult. We have been trying to concentrate and move in a direction of this Department generating more revenues, and frankly to hold the line with what we have today. And certainly if we want to build this Department back up and add more people, then we need to generate those revenues ourselves. Until the economy of Southern California turns around, it is not going to be a rosy picture for a while. It is tough for all of us. She stated, in her opinion, we are in a better place reputation-wise now in City Hall than we were a couple of years ago and we are just going to keep building back up.

Lt. Marshall Vernon also wanted to bring to the Commission's attention and put on the record that the volunteers at West Valley are a gift. We all appreciate all their work out there. He wishes we had more people like them (Jenny Abshire, Rosemary, Gail and the others). The time that they put out there, he stated he wouldn't personally do it. They have helped West Valley out of situations where it would cost the City a lot of money. He would like to see members of Jenny Abshire's volunteer group recognized in City Council. He stated he has known Jenny Abshire for 20 years and he does not know of a person more dedicated. He wants everyone to see this group in City Hall. He extended an invitation to anyone at the Commission meeting to West Valley and to ride along with an Animal Control Officer. He would just have them sign a waiver as far as liability is concerned. And if anyone has better ideas on how to build a mouse trap, he would like to hear it. He said "come on out and ride along with officer(s) and see the facility."

President Barrett stated she was glad to hear Lt. Vernon's comments about the volunteer program. She stated the goal is to build that up so that every shelter has volunteers. We would like to have the money to hire people, but that day will probably never come again. It will probably be a combination of volunteer programs, revenue raising, fighting in City Hall, and putting pieces together here and there. The volunteer program is absolutely critical. Lt. Felosky stated in regards to programs and volunteerism, I think a lot of employees have ideas too. They have a lot to contribute.

President Barrett stated that it is a good idea and she would like to have a way to tap into that aside from just conversation because conversation you forget. We will think about that, it is important. She thanked Lt. Vernon and Lt. Felosky for coming to see the Board. She stated the Board will come to see them.

Nancy Kaump, Sr. Animal Control Officer, South Central Animal Care and Control Center, spoke before the Board. She extended an invitation to the Board for them to come and see how they work. She would love to show them around, to show them the work they do, how they are set up. If you give them advance notice, there will be someone to give a tour, but if they want to just stop by at any time, feel free to do that. We are all on the same team. It is easier for us at the shelter to realize you are not against us if you come down and meet us, the same way if we come down here and meet you, you realize that we are all on the same team.

President Barrett stated we certainly all are on the same team. She wished we had more time to spend at the shelters and less time at City Hall--that is where we would much rather be. Nancy Kaump stated she looks forward to seeing the Commission. President Barrett stated the Board would definitely visit.

Wayne Mitchem, Clerk Typist, South Central Animal Care and Control, spoke before the Board. He stated he came for a different reason, but he asked if any of the Commissioners have been to the shelters. He stated we are the ones who know what is going on. He stated South Central is very busy, the demands are greater and you can only do so much. He suggested the Board come down and volunteer their services for telephone duty for one day and see what they go through.

GENERAL MANAGER'S REPORT

The General Manager displayed the Red Alert signs which are both in English and Spanish. He advised the Board that the Department had a bidder's conference on microchipping and Jack Nylund attended that conference. There were four people, three of which were attorneys. He stated the City of Los Angeles will be in the middle of quite a battle regarding microchipping.

The General Manager discussed three types of identification for the Commissioners. He stated he would be talking with two Commissioners who were particularly interested in identification.

The Assistant General Manager gave an update on Departmental Projects Requiring Council and/or Mayor Approval as of October 2, 1995. President Barrett requested the RFP for Pet Vaccination be sent to the Commissioners in advance of Commission meetings.

The Assistant General Manager indicated the Ad Hoc Committee on County Health Care crises has been meeting for a number of months on what will be the impact on the City of Los Angeles with the County Health Care facility being closed down. He stated Dr. Mangiamele, Chief Veterinarian, put some material together and talked to the County. The CAO and CLA were asked to evaluate the information we presented and report back to the Ad Hoc Committee. They were quite surprised about the magnitude on this Department.

President Barrett inquired about quarantine of animals and the numbers that tested positive for rabies. Dr. Mangiamele stated the Department has those figures. However, the cold hard facts are whether or not they are positive or negative, the animals still have to be quarantined for a period of time and there is paperwork involved. There have been 2 to 3 fatal cases of humane cases in the State for the year. Dr. Mangiamele stated we have rabies problems in the State, and we neighbor a rabies endemic country, Mexico, and have lots of problems with animals that come in. Also cat rabies have increased because bat rabies have increased and cats enjoy playing with bats. Those are the transmission problems we have now with bats to cats who then transfer it to their owners. President Barrett stated we have to be educated and then educate the public. Dr. Mangiamele stated preventive measures are key and because we are involved with public health and safety, it is a definite issue. It is a State-mandated recording disease as far as animal bites. Not only do we have to work with the citizens, we have to work with the physicians and the shelters themselves in quarantines. Our biggest problem was at-home quarantines. We have to check at-home facilities for proper maintenance of quarantined animals if we are given that responsibility. It may take several visits to ensure proper barriers or restraints are within the at-home quarantine facility. The head of an animal suspected of rabies must be removed and submitted to a laboratory for testing. Now what we will have to do is not only remove the heads, but remove the brains from the skull which is dangerous to a physician and is expensive and a risk.

This item will be kept on the Commission Agenda for a couple of months. President Barrett asked Dr. Mangiamele to put together a report regarding what is going on in the State, County, and Southern California, and what the risks are and report back at the next Commission meeting. Dr. Mangiamele indicated the State Department of Health Services is currently working on what can be done to continue County services for the Rabies Control Program.

PUBLIC COMMENTS

Michael Bell, Wildlife Protection League, spoke before the Board regarding leg-hold traps being banned from the City of Los Angeles. He asked for Board support on this.

Phyllis Daugherty spoke before the Board regarding the Department participating in a joint press conference with the Mayor on "Toys for Pets/Toys for Tots". This conference is to emphasize to the pubic not to consider pets as toys or give them as gifts, but instead to purchase gift certificates at any Los Angeles shelter if they believe someone would like to add a new animal to their family after the holiday rush. They also want to stress adopting a shelter animal rather than buying one at a pet store.

Lois Newman, Cat and Dog Rescue, spoke before the Board regarding a West Valley Animal Control Officer who went into a Stores adoption program and told them they could only have three cats for adoption.

Wayne Mitchum, Clerk Typist, said, "basically this time I am here because of a situation that happened to me where I was counseled saying I should have therapy for possible motives of wanting to kill someone in the Department because I wrote letters and spoke my mind. It really upset and disturbed me." Wayne Mitchum also discussed recent Animal Control Officer II promotions and the voucher program where there are no responses from those humane organizations that have voice mail.

The meeting adjourned at 12:45 p.m.

December 20, 1995
ATTEST

PRESIDENT

Giselle Hauptt
COMMISSION SECRETARY

c:10-2-95cm

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December 20, 1995
ATTEST

Eric Bartell
PRESIDENT

Giselle Haupt
COMMISSION SECRETARY

c:10-2-95cm

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, September 18, 1995

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Monday, September 18, 1995, at 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Barrett, Vice-President Avila, and Commissioner Afriat.

Members Absent: Commissioners Cook and Robins.

APPROVAL OF MINUTES: The Minutes of September 5, 1995 were unanimously approved.

STATUS REPORT ON PUBLIC RELATIONS ITEMS

The General Manager advised that Personnel Department interviewed 25 candidates for the position of Public Relations Director. President Barrett advised the Board she received a letter from Faye Washington, General Manager, Personnel Department, that the interviews will be completed by September 13 and it is anticipated the tentative list will be mailed on September 20. Unless Personnel Department receives a protest for examination, the list will go to the Board of Civil Service Commissioners on September 29. Commissioner Afriat will work on questions with Bernie Leichter, Sr. Personnel Analyst, for the Department interviews.

UNFINISHED BUSINESS

Consideration of Department of Animal Regulation Budget, Personnel, and Facilities Update

The General Manager advised the Board the RFP for micochipping was sent out on September 15. There will be a 30-day turnaround on that. An expanded list of where we might want to publicize the License Canvassing RFP is being prepared by Miguel Munoz. The Assistant General Manager advised that Miguel Munoz has telephoned a number of parties throughout the State to ascertain who might be interested in responding to the RFP. Almost all indicated it was out of their scope of interest.

President Barrett asked if the Department talked to people who are involved in the field of investigations, as well as bill collectors. Jerry Greenwalt indicated the Department had done so; they had indicated no interest.

Bernie Leichter, Sr. Personnel Analyst, spoke before the Board regarding a memo dated September 15, 1995 to the Board regarding the status report on vacant positions in the Department. Positions discussed were Animal Care Technician, Animal Control Officer, Director of Field Operations, Public Information Director, Senior Animal Control Officer, Sr. Management Analyst, and the Veterinarian position.

Commissioner Afriat inquired about the Animal Control Officer examination and what the Department can do in advance to expedite things before the list is out. The General Manger stated the Commission can assist by asking the Personnel Department to assign someone to analyze the examination which has already been written and bring it up to date. Bernie Leichter stated that when it is assigned to an Examination Analyst, he can get a better idea as to how long it will take to get a list and report that back to the Board and at that time decide if we need another letter like the one sent for the Public Relations Director. Bernie Leichter assured Commissioner Afriat once the examination is assigned to an Examination Analyst this month, the process will begin. He and the Examination Analyst will be working on the bulletin, date for test, final filing date, getting the questions in order, and working with whomever is going to be assigned as Special Examining Assistant for the Animal Control Officer position. Bernie Leichter indicated he will be doing all this between now and January 1.

Commissioner Afriat stated the Animal Control Officer positions address the concerns two Council Offices discussed about a month ago and he believes we would have a great deal of support among the City Council to move the Personnel Department along to ensure we can start people on January 1. He stated he is available to the Department if it is not moving along. He would like to see Animal Control Officers on the streets by January 1.

The General Manager stated the Department met with Diana Brueggeman, assistant to Laura Chick, Chair of Public Safety, who is interested in the same thing.

The President requested that a step-by-step chart be prepared for future reports regarding the status of personnel and vacant positions in the Department.

There was discussion on filling the vacant Veterinary position from the Reserve List (expires 6/96) and what the options would be if a person on the list did not respond, or if the Department choose not to select that person.

The General Manager discussed the Harbor facility. He stated the Department has submitted our reports to General Services of items that need to be done and we have another meeting scheduled with Councilman Svorinich and the Shelter Supervisor of Harbor to go over those requests. The floor problem at the Harbor is resolved.

Permits have been approved for East Valley renovation. There have been some amendments to the parking lot configuration because the building is a little larger than before. Engineering has promised to keep the Department informed on a daily basis where plans are and when they give them to the General Services Department. The General Manager stated at that time, he personally will carry it to the General Manager of General Services.

President Barrett stated Councilman Alarcon was appalled that construction has not started on East Valley. She asked that the General Manager prepare a report to Councilman Alarcon on the steps involved with East Valley Renovation and keep him informed about this.

The South Central temporary facility will not go out for private design, but will stay with the Bureau of Engineering, Architectural Division. The CAO questioned the monies available for the temporary facility. The Assistant General Manager advised that he talked with the CAO this morning, and was told the money had not been transferred to the appropriate account yet. There were no funds included in the original construction cost of $4,250,000 providing for placement of the animals in a temporary facility. However, the CAO analyst did say they will work with us on this, and it may entail going back to the City Council and having the Seismic Bond Fund monies increased to meet whatever overrides we may have. There was discussion on the time frame before ground is broken for the permanent facility, or temporary facility.

The General Manager indicated that Councilwoman Chick's Office is interested in this matter and the Department will be submitting monthly reports to her on this.

President Barrett suggested using a step-by-step chart going back to the beginning. Commissioner Afriat believes these items need to be brought to the attention of the Council. He suggested having Laura Chick as Chair of Public Safety, agendize these things in Public Safety Committee and have the General Manager of General Services and the Bureau of Engineering present at Committee to do a public facilities report update. Commissioner Avila suggested the Chair of Public Safety request a "monthly status report" on the Department's facilities from Bureau of Engineering and General Services.

President Barrett recommended that the Department prepare a report showing the chronology of events pertaining to renovation and rebuilding of the shelters starting from 001 to the current status of the facilities showing where they stand and why--in particular, East Valley and South Central Animal Care and Control Centers.

Consideration of Personal Property Animals

Ron Tuller, Assistant City Attorney, spoke before the Board and indicated the ordinance amending Section 53.12.1 of the Los Angeles Municipal Code to provide for the impounding of uncared for animals was released by the City Attorney's Office and transmitted to City Council on September 1, 1995.

President Barrett asked the General Manager what the Department does to make sure a dog owner has had every opportunity to know that their dog is at the shelter and to arrange for some kind of payment and care if possible. The General Manager indicated the Department tries to contact the owner by phone, or write a letter. If the Department does not get a response by letter, then we send someone to talk to the dog owner. Mr. Olsen stated there is definite contact with a person before any definite decision about an animal is made.

Mr. Olsen stated the Police Department and Officers of the Department will have Section 53.12.1 to hand out to any person who may be unable to care for their animal. In this way that person will be informed. The Department will make no disposition of any animal until all efforts are exhausted to talk to the animal owner.

Commissioner Avila asked what happens if an owner comes back to claim their pet, but cannot afford to pay fees. The General Manager stated the Department works it out on a case-by-case basis. The General Manager stated the Department can void most of the costs other than the license fee.

Commissioner Afriat asked if an animal in this category is unaltered, will the Department alter the animal. The General Manager stated it is still an owner's animal. The Department does not have the authority to do that.

Consideration of the Equine License Fee

Mr. Olsen advised the Board that a meeting is scheduled with Arlene DeSantis of Councilman Wachs' Office regarding this. The Assistant General Manager advised the Commission that the Department wants to increase the Equestrian License fee by $6.00 per license to cover the Department's costs. Currently every penny of the equine license goes to Recreation and Parks, and the Department gets nothing. The license fee would go from $14 to $20.

President Barrett advised the Board that the Valley Horse Owners did a survey and they estimate there are approximately 15,000 horses in the City of Los Angeles.

Few of which have licenses. Currently we do not have a way to provide incentives to our collectors to collect on horses because there is no provision or any money to give them any piece of it. President Barrett also stated she will try to talk to Arlene DeSantis regarding this. She said if we can increase the penetration of equine owners that are licensed, not only will money go to Recreation and Parks, it will also increase the political power of the equestrians in the community when they are trying to voice an opinion about land use decisions that impact them dramatically. In the North Valley those are an every day occurrence. Because there are only a minuscule number of horses licensed, it does not penetrate the political consciousness.

The General Manager referred to a letter dated September 14, 1995 to All Horse Owners which refers to hosting an Emergency Equine Response Team training exercise at Pierce College Equine Facilities in Woodland Hills.

There was further discussion regarding how to bring equestrians together and to share in the licensing of horses. Dr. Dena Mangiamele suggested preparing a hand out for private practitioners. Nancy Moriarty suggested forcing horse stables to obtain a permit with the City of Los Angeles, and require horses shown to be licensed.

Commissioner Avila suggested making horse owners aware that their license fee was going up because there are 13,000 horse owners who are not paying for licensing of horses. This should be presented to the Council.

The meeting recessed at 10:58 a.m.

The meeting reconvened at 11:12 a.m.

Consideration of Department Reports to the Commission

President Barrett indicated that the Board will review one or two reports per meeting initially. Once the Board completes their review they may review Department reports in meetings on a monthly or quarterly basis to monitor changes and trends in the Department.

The Board reviewed the General Manager's Monthly Activities Report which is prepared for the Mayor's Office. Suggestions made by the Board regarding this report were as follows: To report to the Mayor those priority Department problems or hurdles that we need help with. Anywhere we are stuck in the system that relates to meeting the Department's goals or objectives should be

listed first. Get to the big points first. It was also suggested to indicate not only what and where an item is stuck, but to list the phone number and where it goes next. Next item of importance to the Mayor would be any item pertaining to money.

The Financial Report should replace the financial memo section of the Mayor's report and should also be sent to the Commission separately. This should be in a bullet/budget format, not prose. It should include: Revenue, General Fund Expenses, and Special Funds. The Financial Report should stand on its own. It was asked that under the License Revenue section, it be broken down for cats and dogs. Under the Revenue Section, each source of revenue that is listed in the budget should be listed, and to provide a monthly budgeted versus actual. Explain all those revenue items where the actual is below budgeted, and where the problem is. Those revenue items where actual exceeds budget, explain why. Under General Fund Expenses, any differences between "actual vs. budget" should be explained. Also list and explain anything pending that would create an over-budget situation. Under Special Funds, list the title of each fund. Under title, give a short description of sources of revenue for this fund and what it is used for. Below that, in bullet form, show the amount in the fund and any needed notes.

The Spay and Neuter Trust Fund should include data on the most recent voucher distribution. List the Sterilization Fund and the Veterinarian Medical Trust Fund as sub-headings under an umbrella title. Their relationship needs to be clear.

Vangie Fermin, Sr. Accountant, discussed the Financial Section of the Monthly Report to the Mayor Dated August 31, 1995. She gave a report and clarification of how the Animal Sterilization Fund and Veterinary Medical Trust Fund functions and why. It was requested this item be placed as a separate item for a future Commission Meeting as a Special Report on Special Funds.

The General Manager distributed and discussed a report showing the ten-year historical perspective from 1985 to 1995 of Department of Animal Regulation Impounds and Euthanized animals. Over the ten-year period there was a decrease by 22 percent in impounds and a decrease by 16 percent of euthanized animals. Also the General Manager's Progress Report for period ending June 1995 was distributed and discussed. Since 1991, the Department has had a decrease in euthanasia by 21 percent.

President Barrett asked The General Manager why the trends are moving in this direction. The General Manager indicated we do not have the resources to go out and impound animals and in 1992-93 there was a change in management and the lower echelon really came through on their philosophy of not separating an animal from its owner and not impounding so many animals.

Additionally, the community has participated, the voucher program has helped, and the humane organizations have made the public aware, where the Department, without a Public Relations Representative, has been unable to. The Voucher Program began in 1991 which has also contributed to the decrease in euthanasia.

Consideration of Volunteer Report

Nancy Moriarty, Volunteer Coordinator, distributed and discussed the Department of Animal Regulation Volunteer Assignment Chart. She indicated the volunteers are operating currently at the shelter level without a Manual of Procedures for the Shelter Supervisors. They hope to have the Manual of Procedures very quickly. Now that the Mobile Pet Adoption Program is on its own two feet, concentration is back to the shelters. Nancy Moriarty indicated that within the next two months, they will have a specific plan of where the volunteer program is and where it is going. The goals are there, and it is just a matter of the Shelter Supervisors being made aware of exactly what their responsibilities are which is to maintain the volunteer time sheets and work with volunteers at the shelters.

President Barrett asked Nancy Moriarty what an "Open House" is. Nancy Moriarty indicated it is basically where a Volunteer Coordinator gets together with the Department volunteers and determines if the shelter is full at that time. They go out and advertise and invite people in, have them meet the shelter, have volunteers there to provide information, provide food and make the shelter user friendly. Volunteers bring available animals out of the shelter. This takes a lot of pressure off Animal Care Technicians. We hope to do this at all of the shelters.

President Barrett asked how Shelter Supervisors are receiving volunteers at this time. She asked if they are receptive, or resistant, and are they open to fully integrating the volunteers into the facility. Nancy Moriarty said, actually they are very positive about it. They want to participate "hands on" and want to know their volunteers. It started out with such a bang and enthusiasm, that at this stage of the game, the Shelter Supervisors are being brought into the Volunteer Program more now then in the beginning. They now know the volunteers on a first-name basis. The long-term plan is to make the volunteer positions a sought after one at the Shelters. We are looking at the idea of limiting the space available to a volunteer so it becomes a very sought after position at the shelter. Most volunteer programs do have a limit as to the number of volunteers that can work at a shelter. Nancy stated if a volunteer for the Lost and Found Program left, then a volunteer for that particular program would be solicited. If people do not want to work the Lost and Found Program, then they do not get phased in.

President Barrett asked when the Manual of Procedures would go to the Commission for review. Nancy Moriarty stated it will go to the General Manager and then to the Commission. It is now in rough draft. Commissioner Afriat asked if they have enough volunteers at the shelters. Nancy stated not in the areas she feels they need to go after. The Board asked that flyers be sent to them regarding the Volunteer Program.

Nancy Moriarty indicated that next month will be focused on preparing the Shelter Supervisors for the volunteers coming in. President Barrett indicated there needs to be a consistent approach. Also, she suggested that the General Manager, Assistant General Manager and Sr. Personnel Analyst think about how we can adjust personnel policies such that a Shelter Supervisor's effective use of volunteers and joyful incorporation of them is reflected. She stated they want to see a huge incorporation of volunteers and an almost seamless activity where it really doesn't matter whether or not you are a volunteer or City employee. To the public, you are there to serve them. The more joyful that attitude is, the happier the Commission will be, and then we will all be joyous together.

Nancy Moriarty stated recognition for the volunteer is very important. The Reserve Animal Control Officers have provided 1250 hours of time. Of the 35 RACOs, 18 were active. There has been a drop in activity since 1994. A lot of that can be attributed because of the hiring freeze which effectively precludes hiring anyone. The RACOs then stopped being active in the program. We contacted all of the RACOs in writing and on the telephone regarding any openings for Animal Care Technician. Commissioner Afriat asked if volunteer hours qualify for these positions. Nancy Moriarty indicated 74 hours of Reserve training can be applied towards experience for the Animal Care Technician class. However, there has been no training class the last year and a half because we lost the Training Officer position.

President Barrett asked what the time line is for the Manual of Procedures. Nancy Moriarty indicated she will be submitting the draft to the General Manager within the next two weeks.

The General Manager distributed the "Wags to Whiskers" Harbor Newsletter to the Board. He indicated it was put together by the volunteers and prepared by Judy Cairns. President Barrett stated Judy Cairns is a real asset to the Department and she is grateful for her.

Jamie Pinn, Pet Assistance and WLA volunteer, spoke before the Board regarding the little communication between staff and volunteers. She stated volunteers have put up signs to direct the public to West Los Angeles Shelter and did that autonomously. They had Fox studio put up a banner. There needs to be nurturing

and communication. Volunteers don't need to come in and be confused, befuddled and intimidated. You loose volunteers. President Barrett indicated the Board will be reviewing the Manual of Procedures. Ultimately, they want to have procedures in place that provides the level of integration that they think is appropriate and becomes seamless and to find ways to make it more cooperative.

Lois Newman, Cat and Dog Rescue Association, spoke before the Board regarding three proposals they will be sending to wealthy organizations regarding spay and neuter and community outreach. They are targeting South Central and North Central areas. She indicated 95 percent of the volunteers at South Central should be black or hispanic. We need volunteers in the shelters five days a week. They are going to do the same thing in North Central. Lois indicated she has volunteered to help Nancy one or two months to work and train those volunteers from community outreach.

Anita Cohen, SCVMA, spoke before the Board and indicated she will distribute flyers on the Volunteer Program to veterinarians.

PUBLIC COMMENT

Lois Newman, Cat and Dog Rescue Association, spoke before the Board regarding the Spay and Neuter Fund. She stated it can only be used for four things: (1) Subsidizing spaying and neutering; (2) Building or equipping spay and neuter facilities only; (3) Education for spay and neuter only; and (4) For paying personnel in a spay and neuter clinic. Funds may not be used for anything else.

Joan Luchs, Volunteer, spoke before the Board regarding a report submitted by the General Manager on a Ten-Year Historical Perspective for Impounds and Euthanized animals. She discussed the statistics.

GENERAL MANAGER'S REPORT

The General Manager distributed placards for the Commission to use in their vehicles. He stated Fred Michael, Emergency Preparedness Coordinator, would like to present to the Board an eight-minute video on the Emergency Preparedness Fair at the October 2 Commission meeting.

The meeting adjourned at 12:13 p.m.

November 6, 1995
ATTEST

PRESIDENT

COMMISSION SECRETARY

c:9-18-95cm

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Tuesday, September 5, 1995

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Tuesday, September 5, 1995, at 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Barrett, Vice-President Avila and Commissioners Afriat, Cook and Robins.

APPROVAL OF MINUTES: The Minutes of August 22, 1995 were unanimously approved. (Commissioner Avila was not present at time of vote.)

UNFINISHED BUSINESS

Consideration of Department of Animal Regulation Budget, Personnel & Facilities Update

Bernie Leichter, Sr. Personnel Analyst, advised the Board the interviews for Public Information Director are tentatively scheduled within the next two weeks. There are approximately 25 people who will be interviewed. The examination is 100 percent oral, and a list will be established after the oral interviews. Raters on the interview panel will be from outside the City. Once the list is established, it will go to the Civil Service Commission for approval. Once the Civil Service Commission adopts the list, and it goes through the two-week waiting period through Council, then the list is promulgated and request for certification can be made. Then the Department can interview those persons whose names are provided by the Personnel Department.

It appears possibly that the list will not go to Civil Service Commission until the end of October because it is unlikely the Personnel Department interviews for this position will be complete for the next Civil Commission meeting on September 29. President Barrett asked that Commissioners Afriat and Avila follow up with Faye Washington, General Manager, Personnel Department, on speeding up the interview and scoring processes for this class. It was also asked that the Department write a letter to Faye Washington on this matter.

Bernie Leichter also gave a status report on the following exams: Animal Control Officer: A new examination will be given later this year. On January 1 five additional positions of Animal Control Officer can be filled from the new list. We will also be able to fill any other vacant Animal Control Officer positions at that time. Animal Care Technician: We have 17 openings. Recommendation for one person has been recommended to the General Manager and Assistant General Manager; we are awaiting results of the medical examination for that person. There was an examination for that class given on August 26. However, because of the high number of vacancies in this classification, the Personnel Department has reopened the examination. There will be a list established for anyone who took the examination on August 26, but the exam will open again for anyone who did not take it. As soon as Personnel Department receives enough applications for this position the exam will close. Veterinarian: The Reserve List was recertified and the first two names have not responded. We are waiting to see if the last name on the list responds. By the next Commission meeting we will know if the last person on the list for Veterinarian has indicated interest in the position.

Mr. Leichter indicated a memo will go out this week for paygrade advancements for Animal Control Officer.

President Barrett advised Bernie Leichter that staff volunteered him to prepare, on a regular basis, a report on personnel issues that is modeled after the report prepared by Jerry Greenwalt on status of outstanding projects and reports being processed.

Jerry Greenwalt, Assistant General Manager, gave a status report on the East Valley Renovation. East Valley plans were carried to Paul Wong of Building and Safety on August 30 by the Bureau of Engineering. Mr. Greenwalt asked for assistance from the Commission to follow up on Plan Check No. CC1609 to help expedite the process. Commissioner Robins indicated that she would "assist."

The South Central facility was discussed with the Bureau of Engineering. A decision has not been made yet as to what temporary type structure is going to be used. There are three possibilities: a Tent structure, Modular structure, or the Butler Building. The CAO now indicates the cost of a temporary building will exceed what is appropriated, per Terry Luera. Mr. Greenwalt indicated that because staff in the CAO are on vacation, he will have to wait to find out exactly why the CAO feels the temporary building will exceed what has been appropriated.

Commissioner Afriat indicated that Councilwoman Chick has indicated she is going to set up a meeting regarding South Central and East Valley shelters. She will invite all Departments involved in the process to find out what can be done

to get the shelters built and renovated. Commissioner Afriat indicated he would sit in on that meeting also. He invited other Commissioners to attend as well.

President Barrett advised that the process planned for the budget is to prepare a five-year plan, which would be broken down in increments. In this way we can see where we are going and why. She indicated the biggest issue regarding the budget is revenue, which due to delays in RFPs and personnel, we will not meet our goals as estimated.

The General Manager advised the Board that the RFPs for Microchipping and License Collection was received back from the City Attorney's Office. He asked that the Board approve the RFPs so they can be mailed out.

Commissioner Afriat indicated he had asked the Department to include security/private investigation firms on the License RFP solicitation list. President Barrett discussed publications for advertising for solicitation of RFPs. She indicated the Board requested on numerous occasions for the list to be a broad list. It was requested the Department come up with humane organizations and their publications, and any sort of other animal industry publications. The current list of Daily Commerce, Daily News, Los Angeles Times, La Opinion, Los Angeles Daily Journal and Metropolitan News is going in the opposite direction. She asked that by Friday, September 8, a list be faxed to her that is much broader. She said every trade publication in America that would be interested in this, is not on this list.

Jerry Greenwalt stated the Department has looked into a number of these trade publications and their lead time is from four to six months. President Barrett stated considering what the City process is like and considering what is at stake, that is nothing. In perspective, the fact that we never move beyond a pool of people who are not the right targets, it becomes irrelevant. We have to find a way to do that. There may be other ways to talk to these trade groups, but we need to develop a universe to cull through when we look for that. This is just too pat, too easy, and too irrelevant. It just does not work.

The General Manager stated the Department would look into it and have it for her by Friday.

President Barrett stated again what we need to have is a very broad universe of every animal industry, or security public safety industry, group publication trade organization, and public interest groups and their publications. Then we can go through those lists and see what ones are appropriate for this. She stated she sees no point in sending out RFPs under these conditions.

Consideration of Coyote Report

President Barrett discussed the coyote issue in Griffith Park. She requested a report from the Department giving an historical perspective going back 10 to 15 years regarding coyotes in Los Angeles. She asked the Department report back in 30 days, and thereafter a quarterly report be given on this subject. Jerry Greenwalt stated Marshall Vernon, Coyote Coordinator, is maintaining a record on coyote complaints and sightings. He also stated Department of Recreation and Parks statistics will also be included in the Department's reports.

Commissioner Afriat asked if the Department has a policy regarding employees talking to the press. The General Manager said Department employees have been instructed to refer calls to the General Manager or to the Assistant General Manager.

Consideration of Volunteer Report

Nancy Moriarty, Coordinator of Volunteer Services, distributed to the Board a memo dated September 1, 1995 to Gary Olsen regarding Volunteer Program Update. She discussed the August Mobile Pet Adoption Program Results; Volunteer Application Processing and Orientation; Development of the Volunteer Handbook and Staff Training; and Humane Education. Also discussed was the Department of Animal Regulation Training and Events Calendar for September and October. Nancy Moriarty indicated she is having a problem finding a site in West Los Angeles for the training of volunteers. Commissioner Afriat suggested possible use of the Westside Pavilion community room, or West Los Angeles City Hall Zoning Administrator Hearing Room. He suggested contacting the Planning Department.

Commissioner Afrait discussed his concern that the Department's outreach into the South side of Los Angeles and East Los Angeles is non-existent.

President Barrett stated she thinks everything being done is wonderful, but that we have lost our direction because the priority was to supplement our personnel at each shelter. And that is not what is happening. She stated she would like to see a report showing how many volunteers are working at each shelter, and the types of activities being done, and who the coordinators are. She would also like this for Reserve Animal Control Officers. We need to get our priorities set and focus on them. We are lacking a volunteer program that supports each shelter. President Barrett asked that Nancy Moriarty come back next month for a status report.

Nancy Moriarty indicated advertising has been run for volunteers in the South Central and East Los Angeles areas. The response has been nil. She has contacted a person from the Chamber of Commerce in East Los Angeles. A person from Councilman Alatorre's Office is working with Nancy to try and come up with something for the East Los Angeles area. President Barrett suggested talking to Council offices for suggestions. Commissioner Afriat mentioned that the South Central Organizing Committee is looking for ways to get involved. He also suggested contacting Mothers of East Los Angeles on the east side that have a cadre of volunteers ready to take up projects.

Consideration of Complaint Reports

The Assistant General Manager gave an update on how the new service complaint procedure is working. We are receiving some complaints on the new form. However, we are still receiving letters of complaints from Council offices, as well as receiving letters of complaint addressed to the General Manager. Shelter Supervisors have been reminded to try and assist and help a complainant. If the complainant is still not satisfied, the Shelter will have the complainant fill out the Complaint Form. The Department has received approximately ten complaint forms so far. It was noted that the existence of a written complaint form has relieved the constant phone calls received by the Department.

Commissioner Robins suggested the Council Offices have these Complaint forms available for citizens with complaints. Commissioner Cook asked if there is a standard response time for a service complaint. The Assistant General Manager indicated a service complaint is sent to the appropriate shelter for a response at that level. Because of the Shelter Supervisors time constraints, the due date is not always met. Usually the due date is from two to four weeks.

The Assistant General Manager did clarify that a form letter is sent to a service complainant indicating their complaint has been given to a specific shelter for response. Commissioner Cook stated a response time should be set so that people won't be hanging out there and then call the Commission.

Commissioner Robins mentioned that her neighbor had an injured dog in her yard on Sunday which Animal Regulation picked up right away. The Department does respond to emergency complaints.

Consideration of Feral Cat Workshop

Commissioner Robins stated there were approximately 20 people at the workshop. They did come up with recommendations which now need to be separated and to determine what can be done in the near future and what can be done later in the future. Commissioner Robins asked that this item be placed on a future Commission agenda in four to six weeks. Commissioner Robins thanked Jamie Pinn for her work in transcribing the minutes of the Workshop. She and President Barrett thanked all the participants for spending their time and working hard.

Consideration of Personal Property Animals

The Board discussed the issue of the reclamation period for animals that are owned, but where owners are unable to care for them. The General Manger indicated a letter had been written to the City Attorney's Office requesting a representative be here today. The General Manager stated the Department had approved an amendment to Section 53.12.1 which was simple and correct on February 22, 1995. President Barrett stated she will contact Ron Tuller, City Attorney's Office, later today. Commissioner Afriat suggested at the General Manager's meeting with Councilwoman Chick that he share some of the difficulties the Department is having with the City Attorney's Office.

Consideration of "Red Alert" Program

The General Manager advised the Board, per the City Attorney's Office, that a public hearing needs to be held regarding the Red Alert Program because it modifies the length of time a stray animal may be kept in the Department's charge. He stated the Department will not change the length of time we will maintain an animal at our facilities for euthanasia. The change will be in the ability to adopt out an animal earlier, inasmuch as we will have a new process and procedure for first rights or interested parties to take an animal home a little earlier.

Commissioner Afriat requested a brief outline be prepared for the next Commission meeting regarding the Red Alert Program and to explain what happens when an animal comes to the shelter, the amended language, etc.

Gretchen Wyler spoke before the Board regarding the Red Alert Program. She advised two days after the Red Alert Program is on the Agenda, a press release will be done on September 20 at North Central. Commissioner Afriat suggested inviting Councilman Hernandez and Alatorre to attend the presentation at North Central on September 20.

The meeting recessed at 11:09 a.m.

The meeting reconvened at 11:25 a.m.

NEW BUSINESS

Consideration of Task Force on Rescue Organizations
Commissioner Afriat stated the Task Force met last week. The Task Force is committed to working with the Planning Department on two subjects: (1) Increasing the number of pets for pet owners (as opposed to rescuers) to have on their property; and the relationship between the number of pets and the size of a lots; and (2) To allow some kind of permitting certification of rescuers for the purposes of: (a) The Planning Department having a formula which is more lax for pet owners; and (b) Removing from the Planning Department the issue of whether or not people are qualified to be rescuers and transfer that to the Department of Animal Regulation.

Commissioner Afriat also stated perhaps we should look at being more liberal with people who have altered pets as opposed to unaltered pets. The Task Force was in unanimous agreement that dogs and cats should not be tied together in the same formula. He also discussed the Commission appointing ad-hoc committees who are experts in the field who could review applications and make recommendations to the Board to certify them and then they can go to the Planning Department to apply for their conditional use permit. He said all this will take an ordinance.

President Barrett thanked Commissioner Afriat for his great work on this Task Force. Commissioner Afriat stated it is a great group with whom to work, they work well together, and all have similar goals.

Consideration of Department Reports to the Commission
This item was rescheduled for the next Commission meeting.

PUBLIC COMMENTS
Joan Luchs spoke before the Board regarding Task Force on Rescue Organization item for conditional use permits. She advised to let Planning Department know it is like a permit process--like a personal covenant--as opposed to something that is tied to ownership of the land.

GENERAL MANAGER'S REPORT
Fred Michael, Emergency Preparedness Coordinator, advised the Board that the Department volunteers and Emergency Equine Response team members completed community emergency response team training with the Fire Department. They received diplomas, hats, and vests. It was a very meaningful training. Fred Michael advised as teams are formed to go out to different areas, they have "dash plaques" to set on their windows. The Fire and Police Department will only allow vehicles with dash plaques to enter the disaster areas. Also Fred Michael had other signs that Department staff and Commissioners could use to allow them to park in different areas.

Fred Michael distributed the Agenda for the EMC Budget Subcommittee meeting of September 5. Included in the package was the Department's request for an Emergency Response Kennel Trailer. Because they are $12,000 short, he stated that he and Dr. Mangiamele were going before the Budget Committee for additional funds for this Trailer. One of the other functions of the trailer is the ability to use it for Mobile Pet Adoptions, and show and tell at schools. We will be able to house and view the animals safely.

Jack Nylund, Sr. System Specialist, spoke before the Board regarding the status of the Department's automation project. A memo dated August 16, 1995 from Jack Nylund to Jerry Greenwalt, Assistant General Manager, was distributed to the Board giving a detailed report regarding the planning, coordination and paperwork involved for installation of a state-of-the art Local Area Network (LAN) and new animal management program in the Department. The bottom line is at this time no real and reportable progress has been made. This is attributed to the fact the Department has little or no control of the funds or bureaucratic processes involved.

Dena Mangiamele, Chief Veterinarian, spoke before the Board regarding upper respiratory disease in dogs and cats. She advised the Board that each Animal Care and Control Center has received shipment of intranasal vaccine for the prevention of Kennel Cough for Canines. The Intranasal Bordetella Vaccine is different from other intranasals used in that it only requires placement in the nostril (this means 50 percent less work in the administration of the vaccine). She has received good comments from Animal Health Technicians regarding this vaccine. Dr. Mangiamele indicated that they are also tracking its use closely to see if they have a good response in controlling kennel cough. The vaccine is safe for animals as young as three weeks of age.

Also, Dr. Mangiamele has looked into the vaccine for cats. Because it is more difficult to administer to cats, she is waiting until the Department has more Animal Care Technicians on board. Then the Department can do training on properly restraining the cats for vaccine for safety reasons, and to decrease stress in the cats, and make sure the vaccine is delivered appropriately. We are treating animals for kennel cough with antibiotics for secondary bacterial infections.

President Barrett asked if those persons adopting animals are made aware that an animal may have kennel cough. Dr. Mangiamele indicated on some occasions we know an animal has kennel cough, and on others kennel cough may not develop until later. She indicated she is developing a standard form (D-300) which shows a listing of six to seven presentations that lay persons would understand. For example, coughing, upper respiratory virus, vomiting, etc.

If those boxes are checked off, there is a disclosure that says, "I (citizen) understanding the animals has been undergoing treatment for (condition as listed above) and animals should be taken to see their veterinarian as soon as it is adopted. It is signed and dated by citizen and AHT.

Commissioner Afriat asked if form will be in Spanish and English. Dr. Mangiamele stated that would be a good idea.

Commissioner Cook asked if there is a test for Parvo. Dr. Mangiamele said there is. He asked if the Department tests for Parvo. Dr. Mangiamele stated the Department does not because there is a manpower issue and a problem in collection of samples and testing. The next problem is to be able to test accurately each time it is tested. You have to have someone who is use to doing the test on a regular basis to do it accurately. Her biggest fear is to tell someone their animal has been tested negative for Parvo, when in fact the animal has Parvo because the test was done inaccurately. Right now the Department does not have the manpower or Animal Health Technician staff.

Commissioner Cook asked if it is possible to vaccinate against Parvo. Dr. Mangiamele indicated all dogs that come into the shelters are vaccinated for Parvo. Commissioner Cook asked if puppies are separated in the shelters. Dr. Mangiamele stated we have that luxury on occasion when the shelters are not full. We will have more occasion for that as we get out of the summer season. We do try and separate smaller dogs from larger dogs, and older dogs from medium age dogs for the same reason. Commissioner Cook asked if Dr. Mangiamele had manpower, would she then do tests. Dr. Managiamele stated she is concerned about accuracy of tests. She stated she is also concerned about the test results, and the actual test itself, collection, presentation of animals, care of animals, etc. Commissioner Cook was concerned about the public relations aspect if animals from shelter have Parvo. Dr. Mangiamele gave the following analogy: When a parent sends their child to school and the child is fine when he leaves for school, but when the child comes home, he is vomiting and has the flu. Why would someone send their child to school and expose everyone at school. The answer is because the parent just didn't know their child had the flu. The same is true with Parvo and puppies. Dr. Mangiamele indicated staff is trying very hard to educate the public regarding animal diseases.

The meeting adjourned at 12:10 p.m.

October 16, 1995
ATTEST

PRESIDENT

COMMISSION SECRETARY

C:9-5-95cm

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Tuesday, August 22, 1995

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Tuesday, August 22, 1995, at 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Barrett, and Commissioners Afriat, Cook and Robins.

Members Absent: Vice-President Avila.

APPROVAL OF MINUTES: The Minutes of August 1, 1995 were unanimously approved. (Commissioner Cook was not present at time of vote; and Commissioner Avila was absent.)

UNFINISHED BUSINESS

Consideration of Animal Nuisances

Jeffrey Prang, Councilwoman Galanter's Office, spoke before the Board regarding issues of concern in the Sixth Council District. Two of the biggest issues of concern are: dogs off leash and dogs defecating on public property. He stated that although the problem exists everywhere, it is especially serious at Venice Beach where it negatively impacts the large number of tourists and children. additionally, it poses a serious health risk. Some suggestions made from Councilwoman Galanter's Field Office are for the Department to give top priority attention to Council Office requests; and when the Department responds to calls, to speak directly to the offender whenever possible. It was also suggested that the hot spots be identified for more frequent coverage by Animal Regulation Officers. In Councilwoman Galanter's District the greatest problem areas are in the Crenshaw area and in the Venice area. Because dogs off leash is a significant problem, it is suggested more spot checks be done at the parks and beaches. Also, when the Department conducts sweeps in different areas of the City, it would be helpful for the Council Office to be contacted prior to and after these sweeps so that they can anticipate constituent calls.

President Barrett asked Jeffrey Prang if it was his impression dogs are being taken for a walk by owners off leash, or are dogs running loose where the owner is no where around. Mr. Prang stated he felt it was a combination of problems. He indicated that people are looking for places to allow their dogs to run unencumbered and that is why there is a clamoring for dog parks. There are a lot of complaints in the Venice Canal area of dogs being loose. Most of those complaints are from people who just want to be able to walk around. It sounds like outsiders are the ones who walk their dogs around the Venice Canal.

Commissioner Robins indicated that Officers do give Council requests top priority. President Barrett stated leash law violations have not been a top priority with the Department for several years due to budget reductions. What the Department is trying to do is focus on things that have the greatest impact on public safety and animal cruelty. This is a big issue, particularly if it is big packs of loose dogs. If it is my poodle and he is not on a leash, that is not as much a public safety hazard. We have to realize the City does not have the resources at this time to the enforce leash law Citywide.

Jeffrey Prang stated that Councilwoman Galanter does recognize the resource limitation that Animal Regulation has had to work with over the years. He stated that she believes the Department is doing a marvelous job, given the tools you have to work with.

President Barrett asked that the Department be kept advised of problems the Council Office may have.

Woody Fleming, Field Deputy, Councilwoman Walters' Office, discussed the problems his Council District is having with loose dogs running in packs. He distributed pictures showing dogs running loose. He stated the Council District has dogs running loose in schools, in parks, and roaming the neighborhood and that he is receiving five to six calls a day. He stated his Council District is made up of poor people and senior citizens primarily. This (loose dogs) has been a constant problem for over four years. The dogs are aggressive, and are injured or ill and hungry and do not have owners. He introduced two constituents, Mr. Powell, President of the 9th District Council, who works with the Council Office with a lot of their complaints; and Mr. McGruder.

Mr. Powell stated he has the same problems as already addressed as well as an abundance of chickens, ducks, and roosters which crow early in the morning. He asked how that noise disturbance can be addressed. He also stated that at night they have a lot of dog packs roaming the streets. He stated these dogs are Pit Bulls and Rottweilers which are running loose.

Mr. McGruder spoke before the Board regarding peacocks and roosters. He stated his main problem is he has not seen an Animal Control Officer in the area for two years. He also stated that when he calls the shelter he gets a busy line. They have sick dogs, stray dogs, and fecal matter all over.

Woody Fleming stated what the Council District needs is help. He stated he has had discussions with the General Manager and Willie McDaniel in the past, and he hopes that those discussions will turn into having a closer relationship with staff at Animal Regulation. The telephone calls received by the Council District are many times after a constituent has talked to the Animal Shelter. They are frustrated because Animal Regulation cannot help, and they take their frustration out on the Councilwoman--at yacht clubs, and going to other meetings. He stated we do what we can with less resources then we have, but we do need to continue that communication. Mr. Fleming thanked the Board for listening.

President Barrett stated she wanted to ask both Council representatives a question. She stated the Department sometimes receives complaints about the fact that our Animal Control Officers are too strict and are persecuting people for simple things like leash law violations. She stated she is assuming if the Department pursues something aggressively in their Council Districts that the Council Offices will be supportive of the Department. Woody Fleming stated the 9th Council District would be 100 percent supportive.

Commissioner Afriat invited Woody Fleming and Jeffrey Prang to talk to each other regarding the spay and neuter voucher program offered. He stated there are ways the Council Offices could do mailings to assist in the spaying and neutering of animals in their districts.

Lois Newman stated she would like to work with Woody Fleming and Jeffrey Prang in issuing free spay and neuter vouchers and free shots. She stated one of the biggest problems in the 9th Council District is transportation. She stated she would like to work with these people.

Jamie Pinn stated she has been working with Dr. Mangiamele on having an "Educational Day" outreach program in Councilwoman Walter's Office in the near future.

Wayne Mitchem Clerk Typist, South Central Animal Care and Control Center, spoke before the Board and indicated he works at South Central and he knows about the problems they are talking about because he deals with it every day. He stated on an average there are two officers that work that large area. He stated the basic problem is not lack of education, but they need the personnel at South Central to handle the problem.

As suggested by Commissioner Robins, Joyce Pieper showed the Public Service Announcement video tape regarding spaying and neutering animals. The PSAs were professionally done in English and Spanish by Edward James Olmos.

Joyce Pieper stated she has no contacts for showing the PSAs, however, she is currently working on this. She stated Fund for Animals is sponsoring and paying for it. They cannot begin to show these PSAs until they have staff. She is waiting to get copies made for television stations, and asked for assistance. Joyce Pieper stated she thinks the PSA can also be put on radio.

Jerry Greenwalt stated he wished the Department could respond to all calls received from constituents from Council Offices. He stated he has talked to Mr. Woody Fleming on many occasions and we do try to respond to Council Office concerns more rapidly. One of the things the Department will be doing is to communicate and respond to the Council Offices to advise them when we have responded to some of their concerns. He will propose to the General Manager that all Council Offices receive copies of letters of response to their constituents' concerns.

President Barrett stated once we go through the computerization process, one of the things we will incorporate in that system is a way to report back to the Council Offices on a regular basis about all activities in their districts. That is a goal.

The Assistant General Manager stated the Department will notify the Council Offices in advance about the sweeps that are done in their districts. He also suggested a Council representative or aide might want to accompany the Department on one of these sweeps. We have had them in the South Central and Harbor areas and they have been quite successful.

Commissioner Afriat suggested once the Department has a Public Information Officer, they could consider having a Council Representative follow in one of the sweeps.

Jerry Greenwalt stated he appreciated Wayne Mitchem's comments because it is helpful to have someone who is out there fielding all the complaints to speak on the subject. No one is more frustrated than our people when they cannot respond. He stated someone mentioned we cannot respond in four or five days to a call, and it is because our people are so busy responding to emergencies, that we cannot always get back to a caller in four or five days.

President Barrett asked that this item be placed on the agenda for update on a semi-regular basis.

Consideration of Department of Animal Regulation Budget, Personnel, and Facilities Update

Jerry Greenwalt stated we are now in the initial process of planning for the 1996-97 fiscal year. He suggested the Administrative staff meet with the Budget Committee of the Board to get an overview of what we would like to pursue before we get into the nuts and bolts of the budget process.

President Barrett asked where we are in the process of personnel requests. Jerry Greenwalt stated the Animal Care Technician filing has been closed. The examination is this weekend, and then we can fill all 17 vacant positions. The Animal Control Officer examination is still in Personnel Department. Bernie Leichter calls on a daily basis to push it through. He feels we are looking at October 1. The Director of Field Operations examination will probably open around October 1. Filing for the Director of Public Information closed and he hopes we will have a list by October 1. As soon as there is a list out, we will act on it immediately.

The Assistant General Manager advised that there is nothing new happening at the Harbor Shelter in regard to renovations. Last Wednesday, the Public Works Council Committee met regarding the status of East Valley renovation. In attendance were Councilman Alarcon, Ellen Stein, Public Works Commissioner, Gary Olsen, and Bill Holland, Bureau of Engineering. It is anticipated that the final plans and estimates on items that have to be done should be received by the end of the week. We will then put those items in priority order.

A meeting was held with the Bureau of Engineering regarding South Central Animal Care and Control's temporary facility. On the permanent facility, we are moving forward rapidly on the design and final working drawings. For the temporary building, we are looking at different configurations. The Butler Building is expensive. The City Administrative Officer has not as yet given us a figure for the cost of the temporary facility. It is our contention, we cannot wait any longer. No matter what the cost is we have to move forward. Something that was discussed yesterday, was a temporary tent-like structure. Something like that was used at the Convention Center. The tent-like structure would include climate control, temporary kennels and offices. The City could also later use the tent-like structure as needed after the South Central facility is built. Jerry Greenwalt stated by September 5, the Department will have a further status report on this item.

Consideration of City Attorney Liaison Update

The Assistant General Manager stated the Department had a meeting with Valentin Dinu last week and discussed our philosophy. Mr. Dinu will attend the Commission meeting on September 5.

President Barrett inquired about different projects in the City Attorney's Office. Jerry Greenwalt stated we received from the City Attorney the RFPs on the Animal Identification System and the License Collection. The Spay and Neuter RFP has been returned from the Mayor's Office to Animal Regulation, and was then sent directly to Pete Echiverria, City Attorney's Office. We asked for a quick turnaround on it, noting how critical it was to our revenue generation. The Pet Vaccination is still in Jerry Theis's Office.

Jerry Greenwalt asked the Board if they had any suggestions as to where the Department could advertise for the license agreement contractor, or for microchipping, orof any suggestions of names of poetential proposers. We now have lists in newspapers and journals and some interested parties. He stated he would send the Commissioners a list of what we now have.

Consideration of Personal Property Animals

Linda Gordon, Management Analyst II, discussed the Department's revision to Section 53.12.1. Back in February, the General Manager added a sentence to the Municipal Code as a revision. Subsequent to that, Linda Gordon stated we have received volumes of paper from the City Attorney's Office on this proposed revision. The City Attorney's Office decided they wanted to change Section 53.11 as well. The Department sent a memo to the City Attorney's Office again requesting the amendment that was sent over in February in 1995 be sent forward, and that Section 53.11 be addressed separately.

Mr. Tuller, City Attorney's Office, who is handling the modification to Section 53.12.1 will return from vacation next week. President Barrett requested Ron Tuller attend the next Commission meeting if this item is not finalized.

PUBLIC COMMENTS

Bill Dyer spoke before the Board regarding the death of six guinea pigs. He requested the Department investigate the death of 16 animals confiscated from Mary Lou Rossignol's Kennel. He read from Municipal Code Section 597.1 (i). He stated he is not sure that the Department is in violation, but it should be looked at. He stated this scandal will get bigger unless there is some creative thinking by the Commission to end this matter. He said to compare the Chief Veterinarian's records with Dr. Sharp's records (Mary Lou Rossignol's Veterinarian). He said there may possibly be a violation.

Wayne Mitchem, Clerk Typist, South Central Animal Care and Control, spoke before the Board regarding lowering cost of adopting rabbits. He also said, "everything related to me in my transfer was unfair. I have given Gary Olsen notices and things like that, and now I'll take my own steps as far as taking it to the streets and news media at this time which I am going to do at this point."

Joan Luchs discussed the Mary Lou Rossignol Kennel case. She stated that she approached Mary Lou Rossignol regarding her allowing humane groups to intervene and to adopt out Ms. Rossignol's animals; this would be a win-win situation for all. However, Ms. Rossignol wants to keep all her animals. Joan Luchs thought that possibly someone else could intervene to save these animals from being at the shelter.

Lois Newman stated she wants to oppose reducing the rate for rabbits because most of the rabbits taken out of the shelter before the rate went up, were taken out of the shelter to be eaten. It costs more than $15 for a rabbit at a pet store. She suggested that if the shelter is overflowing with rabbits, they can always call the House Rabbit Society.

GENERAL MANAGER'S REPORT

Jerry Greenwalt submitted the August 22, 1995 Department Projects Requiring Council and/or Mayor Approval report to the Board. He stated that On August 2, Council approved the new Coyote Trapping Ordinance which allows the Department to charge for trapping. This will go into effect on September 15. Regarding the Pot Bellied Pig issue, the Planning Department is due to report back to us by October 16. Jerry Greenwalt talked to Gregg Nelson today regarding the Equine License Fee. Gregg Nelson advised Jerry Greenwalt that Arlene DeSantis is working on this. He also gave an update on the City's Automated Systems Project. By the September 5 Commission meeting, the Department should have more definitive information on when money will be transferred to this Department, when purchase of equipment will be made, and when we can expect cable to be installed.

COMMENTS BY BOARD MEMBERS ON ITEMS NOT ON THE AGENDA

Commissioner Robins made a suggestion to post signs stating it is illegal to feed wild animals, and suggested imposing a fee if citizens do feed the wild animals. Linda Gordon stated if the Department were to set an amount, we would have to go through the Bail Review Committee of Superior Court. President Barrett stated the real issue is feeding the coyotes in Griffith Park, and we are not going to be involved in enforcement--that is Recreation and Parks's issue.

Commissioner Afriat discussed the Task Force on Regulating Rescue Organizations. He had a meeting with Bob Genevesee, Chief Zoning Administrator, the first week in August on two items. The first item was the invitation from Planning Department on our request that we revisit the limitation on dogs and cats in single-family homes. Planning has invited him to meet with the head of their Code Studies Department and the head Zoning Administrator to take a look at Task Force recommendations. That meeting will be held in September. We are exploring a formula that would allow more animals, depending on lot size.

People that live on very large lots, might be able to have more animals than those on smaller lots. Also, we are looking at increasing the number of animals for existing R1-5000 square-foo lots, and to not tie the number of cats and the number of dogs together. Commissioner Afriat stated those are the kinds of issues the Task Force is looking at. The next Task Force meetin will be on August 30 at 10:00 a.m.

Commissioner Afriat advised the Board he is to be considered for reappointment in Public Safety Committee on August 28 and in Council on August 29.

Commissioner Cook discussed Mary Lou Rossignol's animals that ar being held at the shelter. He stated the report he got, which varied from different people, was that if Ms. Rossignol would release her animals for adoption, through her lawyer, then progress would be made.

Jamie Pinn gave a status report on efforts tried three weeks ag to try to adopt out Mary Lou Rossignol's animals. Linda Gordon mentioned animals which were taken in the Rossignol's case, pursuant to a warrant are held in accordance with the provision of the Evidence Code, and subject to disposition by the Judge. She stated anything further than that, she would feel very uncomfortable discussing in an open forum.

The meeting adjourned at 11:20 a.m.

September 18, 1995
ATTEST

Gene Bennett
PRESIDENT

Giselle Hauptl
COMMISSION SECRETARY
c:8-11-95cm

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Tuesday, August 1, 1995

5:00 p.m.

The Board of Animal Regulation Commissioners convened in regular session on Tuesday, August 1, 1995, at the Alliance of Motion Picture and Television Producers, 15503 Ventura Boulevard, Encino, California 91436.

Members Present: President Barrett, Vice-President Avila, and Commissioners Robins, Afriat and Cook.

APPROVAL OF MINUTES: The Minutes of July 3, 1995 and July 17, 1995 were unanimously approved.

STATUS REPORT ON PUBLIC RELATIONS ITEMS

Gary Olsen, General Manager, distributed to the Commission copies of the August, 1995 issue of "El Pueblo" which had a large front page feature article entitled "City Hall Goes to the Dogs." The article covered the first-year celebration of the Mobile Pet Adoption Program which was held at City Hall on June 16.

Dr. Dena Mangiamele, Chief Veterinarian, discussed informational booklets and pamphlets on responsible pet ownership for use to enhance our own work at the shelters and to use at stores. These pamphlets are given to the Department free of charge. In addition, the Department has received video tapes. One of which is an entire pure-bred video tape collection from the American Kennel Club. It is on each specific breed type. This tape will be used as an educational tool for personnel at the shelters.

The President of the Board advised members that the American Cancer Society is working on putting together an event entitled "Canines Against Cancer." They are working on a non-competitive dog walk-a-thon and are looking for assistance. A small portion of the proceeds will go to a pet cancer organization called the Peter Zippy Foundation to help humans and animals at the same time.

Jack Nylund, Sr. System Specialist, discussed City-Link which has been opened up to all departments in the City. It can be used for Commission reports, Council reports, hearings, procedures, information, etc. It is like a bulletin board, which can be used for informational and educational purposes.

Jack Nylund also advised the Board that all City departments have been invited to use the Internet (home page). Most of this will be used in City networking.

UNFINISHED BUSINESS

Consideration of Department of Animal Regulation Budget, Personnel, and Facilities Update

Bernie Leichter, Sr. Personnel Analyst, advised the Board that the Public Information Director position is still in review. There have been 30 applicants, and 9 applications have been approved. He anticipates in late August, or early September, the Personnel Department will conduct interviews. Once a list is established, the Department can then interview probably in late September, or early October. President Barrett inquired about questions asked of the candidates and whether or not candidates will be limited to those questions only. Bernie Leichter indicated there would be standard questions asked, which in turn will lead into other questions being asked. He said all Commissioners will have an opportunity to review the questions prior to the interviews. Commissioner Afriat inquired whether or not the General Manager makes the selection. Mr. Leichter indicted the panel will make recommendations to the General Manager, with their comments, and the General Manager will make the final decision and selection.

A new examination for five Animal Control Officer will be given later this year.

Commissioner Robins inquired about the Veterinarian position. Bernie Leichter advised that the Mayor has approved the Veterinary position. The Department is in the process of going through the Reserve List. He indicated there is only one of three persons on the list that did respond. The General Manager asked that one member of the Commission sit on the interview board for Veterinarian should that interview take place.

The new Animal Care Technician examination will be held on August 26, 1995. He anticipates a list should be out in October, then the Department will be able to fill the vacant positions. The President asked how the Department spreads the word to the public regarding Animal Care Technician or other vacancies in the Department.

Commissioner Afriat asked that the Department send job announcements to the Commission. In that way, the Board can be an extension of the Department to get the word out about positions which are available.

The President of the Board asked that Bernie Leichter come back to the next Commission meeting and give the Commission a list of those people/organizations that receive bulletins regarding positions available in the Department.

President Barrett inquired about RFPs and asked that the Commission receive a copy of the distribution list for RFPs before the they go out in order to overcome any problems or hurdles that may come up. Jerry Greenwalt, Assistant General Manager, indicated the Department would identify those hurdles and keep the Commission informed.

Bernie Leichter also advised the Board that on August 9 and 10, 1995, paygrade advancement interviews will be held for Animal Control Officer. Upon completion of interviews, a recommendation will be made to the General Manager. The Director of Field Operations and Sr. Animal Control Officer examinations have been requested but have not been assigned by Personnel Department.

The General Manager advised the Board that the Department is working on programs in order to enhance revenue. There are three RFPs in the City Attorney's Office. He spoke to the CAO this morning and the Spay and Neuter Contract will go from the CAO to the Mayor's Office this week.

The General Manager met with the Assistant General Manager of General Services Department regarding East Valley and South Central Animal Care and Control Centers. The East Valley renovation plans the General Manager reviewed recently are not what the Board or he previously saw. He asked the Assistant General Manager of General Services for a cost breakdown of the plans, however, he was informed there is no cost breakdown at this time.

The General Manager indicated a meeting has been set up with the Bureau of Engineering and General Services on August 8. After further discussion, the Board asked that the Chair of the Administrative Services Council Committee be contacted and a meeting be set up to discuss the East Valley Renovation with all parties concerned. Commissioner Afriat stated he would pursue this and Commissioner Robins and Department staff would be involved.

The General Manager stated until there are temporary plans or a temporary site for South Central and you cannot destroy the present South Central shelter until you have a temporary shelter built. The General Manager stated plans will now cost $70,000. The Assistant General Manager advised the Board that the Bureau of Engineering has now indicated a Bulter Building is what the Department requires to meet our needs. A Butler Building would cost about $500,000. It will also take 180 days to design and about 180 days for the construction. Pickard Architects believes that they can design and build the new temporary facility by January 1, 1996.

There was further discussion about Harbor Animal Care and Control. The Assistant General Manager visited the Harbor Shelter in the morning and recommended that before floors are refurbished that staff be moved across the way to the house. Commissioner Avila offered to talk to the Chair of Public Works Committee regarding facility renovations. Commissioner Afriat asked the General Manager to prepare a list of what he needs from Engineering and General Services concerning East Valley and South Central facilities.

Consideration of Update on Liaison in City Attorney's Office

The President advised the Board that the Department now has a designated liaison from the City Attorney's Office. His name is Valintin Dinu. The Assistant General Manager advised the Board he called Mr. Dinu and asked that management meet with him and explain the Department's needs. Commissioner Afriat also stated Mr. Dinu would be available to attend Commission meetings as needed as long as Mr. Dinu has ample advance warning.

Consideration of Emergency Response Issues

Fred Michael, Emergency Coordinator, talked before the Board and stated the Department has 80 people, including volunteers, that have completed the Emergency Response Team Training Program in the Fire Department. This program has trained them in search and rescue, fire procedures, emergency management, and first aid. The volunteers have been highly motivated. Fred Michael said they are hoping to have a training exercise in September at Pierce College where they are hoping to have a lot of people from the equine community come out working on loading animals in trailers, and the backing up of trailers. Department personnel will be there also. Commissioner Afriat asked about media coverage at Pierce College, and wanted to do a public service announcement on the September 9 training program.

Fred Michael indicated the Emergency Operations organization has an Executive Briefing that is available to Commissioners on the Emergency Operations Center and the Emergency Operations Organization. Fred Michael invited the Commissioner to attend. President Barrett asked that it be scheduled for the Board either before or after a Commission meeting sometime in September. Fred Michael stated he would work with the General Manager and Assistant General Manager to find a date that would be agreeable to all. The General Manager advised the Board that Fred Michael is renowned for his talents in the emergency operations area not only in Los Angeles City, but the State and Country. He is rated number one in the emergency preparedness operation; and for acquiring equipment.

The President of the Board thanked Fred Michael for his good work.

Consideration of Volunteer Program Report - Current Status and Long-Term Plan

Nancy Moriarty, Volunteer Coordinator, thanked volunteer Jenny Abshire for her assistance as volunteer and for working on the Emergency Response Team.

Nancy Moriarty discussed the Mobile Pet Adoption Program Year End Report from June 26, 1994 to June 25, 1995 and gave statistics on dogs and cats sold and adopted. Total animals sold and adopted were 1,232. Total revenue was $48,375. Approximately 3,856 in volunteer hours were given. Staff hour overtime for Senior Animal Control Officer, Clerks and Animal Care Technicians totalled 1,425 hours which equalled $20,610. The net profit from the Mobile Pet Adoption Program from June 26, 1994 to June 25, 1995 was $27,765.

Commissioner Afriat inquired about the policy or an ordinance that does not allow for volunteers to accept money. Nancy Moriarty indicated because of Risk Management and the Charter, volunteers cannot collect money. Commissioner Afriat stated he thinks the Mobile Pet Adoption Program is a wonderful program, but he had concerns about what the program costs the City per year and the amount of money placed in the General Fund. He stated he felt we need to have conversations with people to make this program work better for us.

The General Manager stated when you go out to the Mobile Pet Adoption Program, one can see there are 20 - 25 volunteers to 1 Department Staff person. The volunteers put in a tremendous amount of hours, so in reality if you put a cost per hour for each of the volunteers, you would see a tremendous savings.

oriarty advised the Board that Bobby Dorfscher will
lly have a staff trained to do Mobile Pet Adoptions which
ee up Department staff and other volunteers to do other
She also mentioned some of the volunteers have begun a
called "the senior on senior program". What the humane
olunteers are doing is combining our senior citizens with
adoptable animals. The Department will be advertising
d getting the information out. Commissioner Afriat
ted Mobile Pet Adoptions at Senior Citizen Centers. Nancy
y also mentioned one of the areas the district volunteers
e able to focus on is to expand the volunteer program into
erapy programs. That is, where animals can be taken to
escent homes, senior citizen homes and children's hospitals
t within the district, they have a community involvement
he shelter and a community volunteer program. This is a
erm goal.

was further discussion regarding coordination of the
eer program and the involvement of the Shelter Supervisors
animal care and control centers. Nancy mentioned a Manual
cedures for all Shelter Supervisor is being prepared.
will also be a Volunteer Handbook and Volunteer
nator Handbook prepared.

ssioner Robins inquired about applications being sent to
ers. She asked where applications go. Nancy explained the
dure being followed at the present time, as well as
tations classes being given. Training sessions are being
regarding animal health concerns, health, paperwork for
e Pet Adoption. Commissioner Robins asked how Mobile Pet
ions are coordinated. Does everybody know what everybody
is doing. Nancy Moriarty indicated the volunteer
inators receive a monthly schedule. By having programs
one coordinator, it assures dates are not duplicated, etc.

dent Barrett stated in reviewing Department Volunteer Report
August 1, 1995, she sees a drifting away from what she
ht was established last year for a City-wide coordinated
teer program. She is concerned about a disbursement of
nsibility such that each shelter stands alone in developing
wn volunteer program. She feels it should be a centralized
ity and a centralized responsibility so that somebody is
to way that WLA is getting a lot more volunteers that South
al and resources can be shifted. She said the Supervisors
ch shelter have a responsibility to be participatory and
rative but she does not seem them as being the lead person
eating volunteer programs for their individual shelters.

Nancy Moriarty assured President Barrett that the above is not the design of the volunteer program, and explained the current steps being followed. Nancy stated originally she would be interviewing and doing the training. However they found that the volunteer then had no direct contact with the shelter supervisors. The interviews are conducted at the shelters by both the volunteer, if there is one, and by the shelter supervisor so they get to know one another. The orientation of a volunteer is conducted by Nancy Moriarty so there is continuity throughout the whole program. The advertising of the program will be City-wide and disbursed throughout the City. The actual recruitment of the volunteer does not fall solely the a shelter supervisor. Some areas have more involvement than others, that is the nature of the game. President Barrett asked if it can be shared. Nancy Moriarty indicated it can be shared, if the volunteers choose to drive to a certain location. President Barrett stated that requires someone who has coordinated oversight, who suggests to them a certain shelter that needs volunteer assistance. Nancy Moriarty indicated that during the orientation programs, it will be covered as to what shelters need volunteers. Commissioner Robins asked how many orientations are scheduled. Nancy Moriarty indicated the Board would receive a schedule of orientations that are scheduled.

President Barrett thanked Nancy Moriarty for attending the Board meeting and asked that she come back in September to further discuss this subject.

The meeting recessed at 7:00 p.m.

The meeting reconvened at 7:15 p.m.

Consideration of "Red Alert" Program to Facilitate Adoption of Animals by Interested Parties

The General Manager indicated Gretchen Wyler, Ark Trust, called him recently and asked if she could discuss something called Red Alert. The General Manager stated the Red Alert concept is something Ms. Wyler has thought about during the last 15 years and he feels it is an outstanding idea. He then asked Gretchen Wyler to discuss this idea with the Board.

Gretchen Wyler discussed the her background in animal care and mentioned in 1973 she was on the Board of the ASPCA in New York. She also had experience coordinating a volunteer program in New York City. One of her main concerns was the wrongful killing of animals that may have otherwise been adopted. Her answer for that is known as "The Red Alert Program" designed to help the wrongful killing of an animal when someone is interested in that animal. She met with Gary S. Olsen, General Manager, and Linda Gordon, Management Analyst II, regarding her Red Alert Program.

Ms. Wyler described how the red alert system works: The first component is to use a red tag affixed to an animal's collar. Th tag is a little red, shiny, house with a chimney. If an animal is too small for a tag, it gets a little red band. She displaye what she has in mind. In this way, there is no doubt an animal has been identified by an interested party, or that a first rights person has indicated they want to give that animal a home if the owner does not come for the animal. The second componen is "a little red shiny sticker" in the shape of a house with a chimney. That sticker goes immediately with the kennel card corresponding to the little animal with the little red tag. The third component is a "red form" given to that person who says they want to come back to get an animal. Ms. Wyler distributed the red form to the Board.

Ms. Wyler indicated the General Manager suggested the Red Tag animals be available after five days. In this way there may be a savings to the City. There was further discussion regarding spaying and neutering, education, etc. on the proposed red tag form to be given to the public. She also advised the Board, upon their approval of the "Red Alert Program", she would be willing to provide, through Ark Trust, all of the components available at no cost to the Department. She stated she and Lind Gordon will work on the forms to be used, both in English and Spanish. Ms. Wyler stated if this goes through, and the Board likes it, Ark Trust would like to provide PR for Los Angeles an have a press conference and announce this program. And perhaps get Red Buttons, Red Skeleton, etc. If this program does work, then Ark Trust would identify 300 to 500 shelters throughout th United States and write to them and tell them about the innovative program in Los Angeles.

Ms. Wyler stated she was very touched by Gary S. Olsen and Lind Gordon's interest and enthusiasm in this red alert program.

Commissioner Robins made a Motion as follows: "To accept this very generous donation made by Ark Trust and instruct the Gener Manager to come back with a developed policy." Commissioner Afriat seconded the Motion (unanimous approval).

Commissioner Afriat asked how the Department pays for the "Red- Alert Tags". Ms. Wyler indicated Ark Trust would pay for everything and do the work.

The General Manager stated he had discussed the Red Alert Progr at a staff meeting and they all liked the idea of being able to have a home for an animal when it is booked in and not having keep an animal an extra three or more days if, in deed, there more for an owner to be able to redeem their animal. He said when an animal comes in, and we know there is a new home for i why keep it for eight days.

President Barrett asked the General Manager to explain the procedure when an animal comes into a shelter. Gary Olsen stated there is a State law that mandates we keep an animal for 72 hours to allow an owner to redeem an animal. Currently we keep adult dogs and cats for eight days and on the morning of the eighth day, the animal is available. He stated he and Linda Gordon are working on a procedure whereby if there is an interested party, that animal should be made available on the fifth day. If a "red tag" animal has a traceable owner, the Department makes sure the owner does not want that animal before they allow a new owner to take the red tag animal.

By using the "Red Tag" program, we will have less euthanasia. Commissioner Cook inquired about use of red alert tag for animals kept more than eight days. Gary Olsen stated if an animal has a red alert tag, we will work with that animal and the interested party.

Jamie Pinn asked that the volunteers be a part of the loop regarding "Red Alert Tag" Program. They want to be fully involved in this program. She also stated if an Interested Party or First Rights person does not show up for an animal, that the rescue organizations be allowed, on that day, the use of the Red Alert Program.

Commissioner Afriat asked that the "Red Alert Program" form be reviewed by our City Attorney Liaison, to make sure there are proper disclaimer letters, etc. He requested this item be placed on a future agenda with all other concerns being addressed. It was decided this item be placed agenda the first meeting in September.

<u>Consideration of Personal Property Animals Update</u>
The General Manager advised the Board the Department wrote a letter to the City Attorney reminding them that we had come to an agreement regarding personal property animals on February 22, 1995 and to disregard what they have been doing since then and to go back to the agreement on Section 53.12.1 which would give the Department a 30-day turnaround for animals that are incarcerated with their owners. The present ordinance amendment prepared by the City Attorney does not allow the Department to even adopt out an animal. The President asked that the Department set up a meeting with the City Attorney, and come back to the Commission with the language of the agreement.

<u>Consideration of Feral Cat Workshop Update</u>
The Feral Cat Workshop will be held tomorrow 15502 Ventura Boulevard, Encino.

Consideration of Chief Veterinarian Report - What are the Department's Policies Regarding Pregnant Animals that Come into the Shelter System?

Dr. Dena Mangiamele, Chief Veterinarian, spoke before the Board regarding this issue. Currently, the policy is the animals are held for a specified time, and if they are not adopted, and the animals are born in the shelter, and are held and cared for and are adopted or sold out collectively as a group. Unweaned kittens are not given out to people who want to hand feed them. She also mentioned since she has come to Animal Regulation (4 1/2 months ago), the number of pregnant bitches, or queens, that have litters in shelters is low. The numbers of animals two to three days old which are brought is not low.

Commissioner Afriat asked questions regarding determination of when a dog or cat is pregnant, gestation time, possibility of spaying an animal when it is pregnant. Dr. Mangiamele indicated not all veterinarians are willing to abort puppies or kittens, it's a more involved process, depends on animal's health, and is more costly. If a veterinarian determines an abortion is necessary, it would be more to save an animal's life.

President Barrett asked about the holding time for pregnant animals. Should we wait eight days, or hold them for 72 hours. The General Manager indicated if someone is interested in a pregnant animal, it would be available on the fifth day. President Barrett asked if the public is interested in adopting mothers of puppies or kittens. Dr. Mangiamele indicated they are not.

Lois Newman spoke before the Board regarding this issue. She believes puppies or kittens should be aborted and that the pregnant animals do not do that well in shelter situations.

Dr. Mangiamele stressed that the Animal Health Technicians are alerted to the care of puppies and kittens, and what needs to be done to care for these animals.

Consideration of Spay and Neuter Workshop Recommendations - Discussion with SCVMA

President Barrett welcomed the SCVMA. Dr. Dena Mangiamele thanked the Board for rearranging the schedule in order that members of the SCVMA could make a presentation. Dr. Mangiamele introduced Dr. Pelch and Dr. Hammill. Dr. Mangiamele indicated Dr. Pelch and Dr. Hammill have seen the Spay and Neuter Workshop recommendations. She indicated there have been very good responses about an article Dr. Hammill wrote on pet overpopulation which was published in a Pulse magazine.

Dr. John Hammill, past President of California Veterinary Medical Association, and on the CVMA and AVMA Animal Welfare Committee, indicated animal welfare has been his interest for his 30 years of practice. He discussed three articles in the present Pulse magazine: (1) The President's Page invites veterinarians to become more actively involved; (2) Dr. Hammill's article on early spay and neuter; and (3) how veterinarians can work with rescue organizations.

He indicated that the younger practitioners are more interested, more involved and more accepting of things then 30 years ago. He stated the Veterinarian Association are trying to remedy attitudes at the local, state and national levels. Dr. Hammill indicated he wants veterinarians as a profession to be more involved--to interact with animal care and control facilities, to answer questions, to try to help solve problems, rather than sitting on the side lines.

The California Veterinary Medical Association, in conjunction with the Univeristy of Davis, sponsored a symposium on pet overpopulation in 1991. Invited to that symposium were animal control, humane societies, veterinarians, breeders, etc. All contributed to the problem of pet overpopulation. All brought resources to the potential solution of that problem. It is his contention that no one, either individually, or as groups can solve this problem. It has to be solved by cooperative efforts. We have to be willing to sit down and talk to each other civilly, coopetatively and reach some kind of compromise in order to find a road to solve this problem. It is a multi-faceted problem, it is a difficult problem, it is an expensive problem, but it is a solvable problem. We are seeing improvement and having great success. We don't have a big problem in Huntington Beach. They have a completely different set of circumstances that allow them to be very successful. Some of the things can work here, and some of the things they do cannot work here. We need to find local solutions.

Dr. Hammill mentioned that out of the symposium held in 1993, a group called the California Counsel of Companion Animals was formed, and at that table they invite again representative of all groups. They have learned to work together, and friendships and bonds have developed there. They have stimulated a similar group nationally. The national group has taken, as a project, to develop shelter surveys across the nation to try to begin to define the problem. You can't have a solution until you can define the problem. Dr. Mangiamele did a survey of shelters in California and received notice of how many animals enter the shelter, how many animals leave the shelter, and how they left the shelter: did they leave in a truck, leave with a new family, or did they go home with their original family. That was the first step.

They now have a survey being done in Sacramento, Tennessee, Colorado, and in the northeast. It is now the CVMA's effort to stimulate local counsel formation. We feel you cannot solve problems from the top down. You must get grassroots to buy in, and local efforts in order to solve the problem.

He brought an action plan from the Counsel entitled "The Stimulation of Local Counsel Formation." An outline of potential topics worthy of discussion.

The real message Dr. Hammill said he wants to bring from veterinary medicine to the Board is: They have been here all along, they have not participated like they should have. So they want to participate now, and they want to be included in all of the things the Department does. He said they will be available in the future and are delighted they have been invited to Spay and Neuter Workshops.

Dr. Pelch thanked the Board for allowing them to come. He stated there has got to be common ground. We are all interested in the same thing ultimately. The SCVMA and veterinary community wants to be involved and we will try and be helpful and give advice when they can.

The Board discussed Pet Overpopulation-Workshop Recommendations regarding SCVMA with Dr. Hammill and Dr. Pelch.

Commissioner Afrait asked Dr. Hammill what the State requires of veterinarians for on-going education. Dr. Hammill stated the State Board of Examiners will not allow them to make that requirement. There was further discussion regarding requirements of veterinarains for on-going education.

Commissioner Afrait asked Dr. Hammill to, besides donating services to impounded shelter animals which he appreciates very much, that his association encourage members one day a year to the community for spaying and neuter, helping some of the needy people who may need unusual treatment for their animals. Dr. Hammill indicated they did that last year with Spay Day U.S.A. Out of that came a coalition that was founded three weeks ago in San Diego. There will be an event, he hopes, is sponsored by every humane association in the country, by every state veterinary association in the country, major players in the pet store industry, by the AKC, and maybe CFA. To have a much broader base of support. Commissioner Afriat asked if the Department could help in some way. Dr. Hammill indicated perhaps the City of Los Angeles could do a press release that shelters will be cooperating with humane organizations and local veterinarians for Spay Day U.S., it would certainly raise the public's consciousness.

Dr. Hammill mentioned we need to develop 10 bullets of responsible animal ownership that we can all buy into, and we need to all carry the same message--animal control, pet stores, breeders, etc.

In order to offer Animal Health Technicians "in-training", Dr. Hammill suggested an open-house at shelters where veterinarians are invited and may be interested in seeing what happens at a shelter.

Dr. Hammill indicated they are continually trying to monitor what is going on in the pharmaceutical community regarding alternatives to surgery sterilization. There are a number of products being tested right now. Interestingly, the pharmaceutical companies when trying to consider what they might charge for such a product, want to know how much is being charged for doing a spay or neuter. They want to market their product just as it costs to do a spay.

Commissioner Afriat commented on veterinarians volunteering time. He stated he appreciates their publication and policy as an organization. However, Commissioner Afriat stated that he would appreciate seeing more time, action, enthusiasm and motivation behind that policy. And to ask What can we do to encourage our members to do this. Are there things we can offer our members to do this. How actively are we lobbying our State legislature to have some relationship between continuing education and some credit toward that continuing education for volunteerism. This Department would help to make it worth their while with Certificates of Commendation, and perhaps publish a list of veterinarians in the City of Los Angeles that could become a referral source for you.

Commissioner Afriat said, "he would like to kick the veterinarian community in the rear-ends to volunteer more of their time." He stated he would like to challenge them to match the other people in this room to do that.

Dr. Hammill asked Commissioner Afriat if he has a veterinarian. Commissioner Afriat said he does. Dr. Hammill asked if he had a relationship with that veterinarian. Commissioner Afrait said yes. Dr. Hammill asked how much Commissioner Afriat knows about his or her practice. Commissioner Afriat answered he didn't know very much about it.

Dr. Hammill stated that he knows that Commissioner Afriat's veterinarian is carrying on his or her books somewhere between $10,000 and $50,000 in money they did not collect. Much of that was uncollectible because people just walked out the door. But the other part of that was it was flat out donated. Dr. Hammill stated he does not know a veterinarian who does not do that in their practice.

Dr. Hammill stated veterinarians view animals differently. They say owning an animal is a responsibility, not a right. We say part of that responsibility is providing that animal with veterinary care. As a profession, we are pretty right wing. We are pretty libertarian, we don't like people telling us what to do, and we feel we should get up every day and work our butts off. They feel the the animal-owning public owes it to their pet to care for that pet properly. Part of that is to come to our hospitals and get reasonable quality care for a reasonable price.

It gets to be a difficult thing when you want to tell us that we should be giving away our services when we are giving away our services on a very regular basis. We are willing to be involved in certain programs. But it drives us nuts to get involved in a program to have people drive up in a new car and want free or cheap services. This is not to say we will not participate in programs, but we want them well monitored. They like to be involved in programs in what he calls a one-third, one-third, one-third programs where we donate a third of our costs, the humane organization or shelter donates one-third of the cost, and the owner of the animal donates one-third of the cost. We want owner buy in. We do not want owners getting free services. That devalues animals. When you say $60 is too expensive to spay an animal, you are saying that animal is not worth $60. That is not the message you want to give people. Animals are valuable. They have to have value. We are not talking emotional value, we are talking dollars and cents. That animal has to be worth something to that family. They have to be willing to make an investment. If they are not, why do they have that pet; what are they learning, what are they teaching their children.

Commissioner Cook said, "let me understand you. I disagree with you one-hundred percent. I have animals and I go to a veterinarian down here on the boulevard and he wants $300 bucks for a job that shouldn't cost more than, in my opinion, $50. I'm sittin there trying to raise this animal and you guys won't give us any breaks whatsoever cost wise. To me, pro bono from you is something that could be had. Lawyers do it, why can't you do it. What makes you any better than lawyers. I work in a community that's trying to raise animals, and you're charging $300 to take a wart off his ear. I disagree."

Dr. Hammill said, "I just got through saying that every veterinarian I know does pro bono work." Commissioner Cook said, "that is a different kind of pro bono you're talking about." Dr. Hammill said, "I'm talking about little ladies in Laguna Beach who can't afford to care for their animals." Commissioner Cook said, "I'm talking about your going and doing pro bono work to help people out that need some help to keep their animal."

Dr. Hammill said, "at the risk of getting adversarial here, you are not a really good listener. I just told you what we are talking about is people coming into our individual practices with animals that are injured or ill, who cannot afford the care, and we provide that care."

Commissioner Cook said, "I can't afford it sometimes. The prices are so high, its ridiculous. I spend more on you guys on my animals, then I spend on my family." Dr. Hammill said, "I don't believe that."

President Barrett said, "Whoa, Whoa, I am going to referee finally. Sorry Commissioner. The Commissioner is also a bit over aggressive here. I agree that I have worked with a zillion vets in my life and every single one of them has done pro bono work. I have personally had opportunities to get breaks on prices because of the high volume that I run through my veterinarian, but I have never accepted that because there are other people who need it more than I do. Because I can afford it, somebody gets a break. I think there are two parts of it. I think that probably this Commission is thinking in terms of what you do in a day-to-day practice. I think we have gotten a lot more clarity on what you do programmatically, that is very helpful. I would like to continue this discussion. I feel it has been very fruitful. I really appreciate your participation. I do have one specific request. Can you meet with Dena and see if you can do anything to help her out, while we are trying to get this second veterinarian."

Dr. Dena Mangiamele advised the Board that Dr. Hammill has been very helpful and is always available when she calls. She stated even though she is alone in the City, she has known Dr. Hammill for over four years and he is always available when she calls and he has been most helpful and valuable to her and the City. She also looks forward to working with Dr. Pelch.

President Barrett thanked everyone from the Veterinary community for coming. She indicated they the Veterinarians are very well represented by Anita Cohen. She has done a very good job in communicating your interests and concerns and we appreciate having that link. She said, "certain particular issues aside, I think it has been very productive and we are pleased to start the discussion that will be ongoing and long lasting and very profitable to all of us and we are very interested in these broad coalitions that you have and anything we can do to support those, please call on us at anytime. We will be very happy to on-line as Commissioners, or off-line as individuals, be very helpful."

PUBLIC COMMENT

Lois Newman stated she agrees with some of the things Dr. Hammill stated. But she has trouble when one spay can cost $25 for a cat at one veterinarian, and $125 for at least five Los Angeles veterinarians she can think of.

Dr. Hammill stated there is a medical aspect to that to. Dr. Mackie in his practice does nothing but spay and neuter, and he does them one right after another, and he does them very well, very efficiently. Dr. Hammill does them one at a time, with gas anesthesia and a sterile surgery room. He stated he looses money on every spay and neuter he does, and he stated he does not charge $125. He charges $75 for cats, and he assured everyone that his accountant tells him to quit doing them.

Joyce Pieper indicated she has put together a PSA with Eddie Olmos. What she needs is personal contacts with the Hispanic community. There are three PSAs and the message is "good reasons to neuter your dog."

Fernando stated he is part of the Hispanic community and indicated he has experienced a complete lack of information, education regarding the spay and neuter program. He knows the humane groups are working hard. He requested the shelters have information in Spanish and English giving simple direction to the community where to go for spay and neuter.

GENERAL MANAGER'S REPORT

The General Manager advised the Board that one member of his staff spent all day as a part of a group to evaluate the art for the new shelter at Cultural Affairs.

COMMENTS BY BOARD MEMBERS ON ITEMS NOT ON AGENDA

Commissioner Afriat advised the Board the Task Force on Rescue Organizations had a meeting and defined a lot of items that they will be pursuing. He needs direction on one item. This information he can obtain over the phone. He has a meeting on Monday afternoon with the Zoning Administrator on what our Department has done with Planning with regard to increasing the number of pets that can be allowed. Commissioner Afriat asked that the item of Dogs that Roam the Streets of South Central Los Angeles be placed on the next Agenda and advised the Board that Councilwoman Walters will be attending the next Commission meeting to make a presentation on that.

The General Manager suggested sending notice to Councilmembers that this item will be on the Agenda for August 22 and to ask for their input.

The meeting adjourned at 9:15 p.m.

September 5, 1995
ATTEST

PRESIDENT

COMMISSION SECRETARY

c:8-1-95cm

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, July 17, 1995

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular Session on Monday, July 17, 1995, in Room 1200, 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Barrett, Vice-President Avila and Commissioners Afriat, Cook, and Robins.

APPROVAL OF MINUTES: The Minutes of June 19, 1995 were unanimously approved.

UNFINISHED BUSINESS

Status on Public Relations Items

Lt. Bob Pena presented the graduating class of Animal Control Officers (ACO's). The following ACO's completed a six-week training course, abbreviated from ten weeks: Susan Berry, Clarence Clegg, David Rivera, and Miguel Gonzalez.

Consideration of Department of Animal Regulation Budget

Jerry Greenwalt, Assistant General Manager, stated the Department is beginning its 1996-97 budget formulation. A Veterinarian unfreeze request was forwarded to the CAO last week. Mr. Greenwalt assured the Commission he would work to guide the request through to the Mayor's office. Three names are on the reserve list, made up of veterinarians laid off with the closing of the Spay and Neuter Clinics some years ago. After the list is exhausted, an emergency appointment may be made.

Consideration of Facilities Report

Mr. Greenwalt stated a preliminary estimate for a temporary South Central holding area for staff, and shelter office is more expensive than anticipated. The amount allotted is $315,000 for the temporary South Central facility. From this, $68,500 plus construction oversight costs will be spent initially. Additionally, it will take 180 days for the design phase and construction. General Services has suggested the Department return to the original idea of modular buildings, as opposed to the Butler buildings.

There has been a slow down with East Valley construction. However, a letter was written authorizing transfer of funds to General Services, and construction, pending review of plans by Animal Regulation. Mr. Greenwalt said transfer of funds will take place with the approval of the CAO and City Council. Preliminary plans have been drawn to expand the Harbor office building and to improve walls in the kennel area.

Consideration of Reports Requested by the Commission from the Department of Animal Regulation - Discussion

Commissioner Barrett asked that this item be held until the next meeting.

Consideration of the Coyote Program

Mr. Greenwalt stated that this item will be on the agenda for the Public Safety Committee on July 24. It will be on the City Council Agenda on or about August 7.

Consideration of Computer System Status Report

Linda Gordon stated there are two parts to the computer system upgrade, the installation of the personal computers and installation of a Local Area Network. The Department was allocated about $1 million for a new computer system, and additional technical staff; one Sr. Systems Analyst II, and one Systems Analyst II. However the Mayor's policy statement on the hiring freeze does not allow the Department to fill these positions. The Department is seeking to unfreeze those positions by resolution authority.

Funding for the computer system will be taken from the General City Purpose Budget. This allows the Department to purchase the equipment sooner than if it had been bond funded. However, the funding itself was placed in the budget of the Information Technology Agency (ITA). The Department was requested that the system funding be transferred to Animal Regulation's budget, as it is part of the General Manager's Goals. The Mayor's Office replied that it wishes to give the newly formed ITA an opportunity to prove itself and suggested the Department of Animal Regultion "work with ITA". Purchase requisitions are scheduled to be submitted in two to three weeks. President Barrett stated that the computer system was included in the General Manager's Goals. She stressed her concern that the General Manager may not be given control of the project.

Commissioner Afriat confirmed that the Department computer system will be linked with CityLink.

Consideration of Equine Distance Requirements

Linda Gordon confirmed that the Department of Animal Regulation no longer enforces equine distance requirement laws. Discussions have been initiated with Council Members alleviating the Department from enforcing other distance requirements, such as pigeons, goats, etc.

Consideration of Staff Report on Spay and Neuter Workshop
President Barrett reminded the Board that she requested staff to review and divide recommendations from the Spay and Neuter Workshop, by which body would act on it. SCVMA wished to discuss these ideas with the Department in an evening Board meeting.

Mr. Greenwalt stated that the vast majority of recommendations to be handled by the Department staff are contingent upon staff availability. The Director of Public Information is not available as of this date. In fact, so much is being planned for this position that Staff Assistant for the DPI is being considered for next year's budget request. He then went on to list the definitions of assignments, divided between the Commission (facilitating outside action), the Mayor/City Council, City Attorney opinion, Controller (handling of funds), Planning/Zoning, and the SCVMA.

President Barrett confirmed that some categories overlapped, and the report should be made more direct.

Regarding Veterinary issues, and promotion of early spay and neuter, Dr. Managiamele, Chief Veterinarian, said a relatively small number of recently-surveyed SCVMA veterinarians would agree to participate. The Board directed Dr. Mangiamele to return to the Board with a recommendation on how to promote an early spay and neuter program. Dr. Mangiamele confirmed that she would proceed with a survey on early spay and neuter.

Commissioner Afriat directed the Department to make the Pet Overpopulation Workshop Recommendations available to the public. He requested that the Humane Community call in their list of top priorities for discussion.

Commissioner Cook asked the Department if any action had been taken, regarding "Department Staff Item 3", encouraging pet owners surrendering animals to select alternative resources. Mr. Greenwalt said that this had not been completed. President Barrett expressed concern that staff would not have the capacity to fully understand, or verbally communicate to the public any written directives regarding this issue. She felt more comfortable with clerks handing a written communication to the public. Dr. Mangiamele said that there is a current list of rescue organizations, however these lists must be regularly updated. President Barrett also feared that many animals would simply be dumped, if owners found resistance at shelters.

Consideration of Status Report on AB 1571
President Barrett reviewed AB 1571, which pending the Senate Criminal Procedure Committee approval, will set training requirements for State Humane Officers.

Only Level I Officers would be allowed to carry firearms, provided they pass background checks, and have law enforcement and weapons training.

Commissioner Robins made a motion to write a letter to support AB 1571, as amended, and to support the SCVMA's recommendation that humane organizations notify, rather than ask permission of local law enforcement agencies. Commissioner Afriat seconded the motion, with the amendment that copies be sent to the Los Angeles City delegation to the Legislature in Sacramento. Also, the City Council should be asked to adopt a resolution supporting AB 1571. It was approved unanimously.

President Barrett also presented the Board with copies of AB 1481, which makes it illegal to steal or carry away another person's animal for slaughter purposes.

Consideration of Election of Officers for Fiscal Year 1995-96

Commissioner Robins made a motion that President Barrett be retained as President for 1995-96. Commissioner Afriat seconded the motion. It was approved unanimously.

Commissioner Robins made a motion that Vice-President Avila be retained as Vice-President for 1995-96. Commissioner Afriat seconded the motion. It was approved unanimously.

PUBLIC COMMENTS

Lois Newman spoke before the Board regarding standardization of descriptive colors reported for dogs. She also lobbied to increase the numbers of breeds included.

Joyce Pieper spoke before the Board regarding the Department's policy on owner's turned in animals and the destruction of these animals.

GENERAL MANAGER'S REPORT

Mr. Greenwalt stated that three of the Requests for Proposals: Licensing, Pet Vaccination, and Microchipping are being reviewed by the City Attorney. The forth, a second version of the Spay and Neuter RFP, is in the Mayor's office. This will be released by the Mayor's office soon and forwarded to the City Attorney immediately after.

Mr. Greenwalt confirmed that the Board received a copy of Department projects requiring action. Among the items, a modification of the City Attorney's redraft of Section 53.12.1, has been completed and returned to the City Attorney. The Pot Bellied Pigs item was passed by the Public Safety Committee, and forwarded to the Planning Committee Department for comments/response within 60 days.

COMMENTS BY BOARD MEMBERS ON ITEMS NOT ON AGENDA

Commissioner Robins stated that the Feral Cat Workshop is set for August 2, 1995, at the Alliance of Motion Picture and TV Producers building.

Commissioner Robins directed the Volunteer Coordinator to attend the next meeting, citing her lack of response to citizens interested in volunteering. President Barrett ordered the Volunteer Coordinator to produce a report explaining the status of the Mobile Pet Adoption Program; an update on the RACO program; and the spread of the Volunteer Program.

Commissioner Afriat stated that the Task Force on Regulating Rescue Organizations will meet on Wednesday, July 26 at 10:00 a.m.

Commissioner Afriat confirmed that the public could obtain a list of all dog owners in the City of Los Angeles. Commissioner Afriat asked the Department to inform him how such information was obtainable, and through what format, such as computer disc.

The next three Board meetings have been scheduled for Tuesday August 1 at 5:00 p.m. at the Alliance of Motion Picture and TV Producers; Tuesday August 22 at 10:00 a.m. at 419 S. Spring Street Room 1200; and Tuesday September 5 at 10:00 a.m. at 419 S. Spring Street Room 1200.

The meeting adjourned at 11:47 a.m.

August 22, 1995

ATTEST

PRESIDENT

Deirdre Hill

COMMISSION SECRETARY

c:7.17.95

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, July 3, 1995

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular Session on Monday, July 3, 1995 in Room 1200, 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Barrett, Vice-President Avila, and Commissioners Robins, Afriat, and Cook.

APPROVAL OF MINUTES: The Minutes of June 5, 1995 were unanimously approved.

UNFINISHED BUSINESS

STATUS ON PUBLIC RELATIONS ITEMS

Gary S. Olsen, General Manager advised the Board that a bulletin has been finalized for Public Information Director. The salary range for the position is $50,00 to $66,000. The final filing date is July 13, 1995. This examination will be for open and promotional candidates.

Nancy Moriarty, Sr. ACO II, stated Dr. Dena Mangiamele has just completed a cable access presentation called "City Lights." Jamie Pinn also participated in the half-hour show. Also, a script has been prepared for an upcoming Channel 35 show.

Commissioner Afriat stated that on July 5, a Public Service Announcement regarding vouchers, as well as a list of organizations which provide them, will be distributed.

Consideration of Department of Animal Regulation Budget

Mr. Olsen stated that on June 28, 1995, Mayor Riordan presented a Hiring Policy for fiscal year 1995-96. There is a partial hiring freeze. Mr. Olsen said there is a limited blanket exemption from the freeze, and a list of unfrozen positions was attached. For this Department, those positions are Public Information Director; Animal Control Officer positions; Animal Care Technician positions; and Director of Field Operations. The Veterinarian position is not included. However there is a procedure to request exemptions, with a fifteen-day turnaround for a decision. An unfreeze request for Veterinarian was submitted last Friday.

The Animal Care Technician Supervisor has been selected. This person will report to North Central Animal Care and Control Center.

Consideration of Expenditures from Animal Welfare Trust Fund

Linda Gordon, Management Analyst II, presented a report to the Commission regarding the spending of the Animal Welfare Trust Funds. An attachment to her report outlined in further detail which specific supplies would be purchased, and which projects would be supported through the fund. The funding requests are divided into several categories, including Emergency Response Team; Mobile Pet Adoptions; Veterinary Supplies and Equipment; and Volunteer and Public Education.

Mr. Olsen added that Lt. Fred Michael and Lt. Nancy Moriarty have trained a number of equestrian specialists, who would be of great assistance in Emergency Response situations.

Commissioner Afriat confirmed that the Animal Welfare Trust Fund is funded entirely from gifts and donations from private individuals. There are no taxpayer funds included.

Commissioner Robins made a motion that the Board approve the spending of the Animal Welfare Trust Fund as outlined in the report. Commissioner Afriat seconded the motion. The motion was approved unanimously.

Consideration of Spay & Neuter Workshop Recommendations

The Department asked that this item be held until the July 17, 1995 meeting. The Board did, however, want to act on some Shelter/Departmental Policy Changes:

Commissioner Robins asked that the General Manager prepare a letter requesting a typed list of Spay and Neuter Organizations to be distributed in the shelters.

Commissioner Afriat made a motion to immediately adopt 1) the policy of encouraging pet owners surrendering animals to select alternative resources (such as rescue organizations); 2) providing a list to the public of veterinarians who will perform early age spay/neuters; and 3) developing a procedure to issue unaltered licensed dog owners a $20 spay/neuter voucher at the time of renewal. Commissioner Robins seconded. The motion was passed unanimously.

Consideration of Personal Property Animals - Ordinance Update

Linda Gordon, Management Analyst II, said the Department received a reply from the City Attorney on the Department's request to amend Municipal Code Section 53.12.1 allowing it to dispose of personal property dogs within 30 days. The reply revised language submitted by the Department, and did not specifically provide for the disposition of animals. A meeting has been tentatively set for one week from Thursday.

Consideration of Voucher Program

Linda Gordon indicated that letters were sent to participating organizations, inviting them to a meeting where they would return unused 1994-95 vouchers and receive new 1995-96 vouchers.

The Department anticipates an audit and, in preparation for the audit, it will no longer accept vouchers with crossed out lines or names, and new information written in.

President Barrett mentioned hearing of widespread fraud in the voucher program. She requested a package of paperwork filed by each 501.C3 organizations which receive vouchers, along with a list of the organizations' Boards of Directors with home addresses.

Linda Gordon stated that vouchers contain language explaining that they are to be used only by City of Los Angeles residents, one voucher per animal. Any misuse would be cause for termination from the program, and subject that organization to criminal investigation. This would likely result in the canceling of its 501.C3 status.

Consideration of Implementation of Early Spay & Neuter in Shelters

The Board requested that this item be held.

Consideration of Update on Feral Cat Workshop

Commissioner Robins said that the Feral Cat Workshop will be held August 2, 1995 from 1 p.m. to 7 p.m. at the Alliance of Motion Picture & TV Producers at 15503 Ventura Boulevard, Encino, CA 91436. This will be a review of past recommendations and suggested ordinance changes. Irene Allert has agreed to act as facilitator.

Consideration of Status Report on AB 1571 - State Humane Officers

President Barrett recalled some problems with the State Humane Officer program. With the submission of a 501.C3, an organization could hire individuals as "gun carrying humane officers" with no real supervision. Negative publicity had recently surrounded one particular organization.

A number of humane organizations, including the SPCA were upset at recent bills proposing that State Humane Officers be eliminated. The organizations believed that the officers supplement scarce public resources. At this point, a consensus has been reached, amending the bill. It requires that State Humane Officers will receive training similar to police officers in order to carry a weapon. President Barrett promised to provide all Board members with language of the amended bill as it stands.

Consideration of Conflict of Interest Code

Derrick Hill, Acting Commission Secretary, said that each agency must review the Conflict of Interest Code, and it must be revised every two years. A notice of a public hearing on the Conflict of Interest Code item was circulated to all affected employees. Also, a notice announcing the public hearing was published in the Daily Journal on June 23, 1995, ten days prior to the hearing. Copies of the updated Schedules A & B were made available to all affected Department employees.

Mr. Hill asked that the Board approve the new Conflict of Interest Code with revised Schedules A and B be approved with two modifications. 1) A Sr. Personnel Analyst I position, and Director of Public Information position were added to the Department, and should be included as designated positions. 2) The District Supervisor position has been eliminated from the Department. Mr. Olsen said that as of Saturday night, the last District Supervisor retired, eliminating the position.

Commissioner Afriat informed the Ethics Commission that the Board is definitely involved in hiring and helps write job announcements, contrary to language in the Code.

Commissioner Afriat asked for a modification to Section 106, defining immediate family, to include "domestic partner" (page 5 of 15). With that amendment, Commissioner Afriat made a motion to approve the Department of Animal Regulation Conflict of Interest Code. Commissioner Robins seconded. The motion was approved unanimously.

PUBLIC COMMENTS

Lois Newman spoke before the Board regarding the urgency of Spaying and Neutering animals.

Jamie Pinn spoke before the Board regarding rabbit fees, and the role of Animal Control when an apartment with animals under the building is being fumigated.

GENERAL MANAGER'S REPORT

Mr. Olsen said he attended a meeting with President Barrett, Councilman Marvin Braude, and Deputy Mayor Violante, regarding the Department's personnel goals and objectives. Councilman Braude received the goals well, and wanted to see the Department lead aggressive reforms in the public's responsibility for ownership and handling of pets.

There was a meeting with General Service, the Mayor's Office, a CAO representative, and architects resulting in some immediate action: The inoperable North Central back gate will be repaired. Also a watering system is being designed for the North Central facility.

Paint contractors visited West Los Angeles to determine if painting of the facility could begin sometime in the summer.

General Services is repairing the rear building of the Harbor Animal Care and Control Center. There is currently a proposal to build an office in one room and carpet the facility.

A transmittal is being sent to General Services regarding East Valley reconstruction. This letter will initiate transfer of funds for the beginning of the construction project. The City Attorney, Jerry Greenwalt, Assistant General Manager, and the Controller are involved in constructing the transmittal which must contain certain language to meet the approval of the Controller's Office.

Last Friday, General Services work on the West Valley Animal Care and Control Center, and repaired siding on the kennel runs.

General Services Assistant General Manager has assigned a deadline of October 1995 for transfer of South Central Animal Care and Control animals to a temporary site. This will permit destruction of the old site and building of a new facility. The builder has indicated that the job may be completed by January 1996.

Regarding General Services, Commissioner Afriat volunteered to speak with Councilman Mike Hernandez, Chair of the Administrative Services committee of the City Council. This Committee oversees the work of General Services. President Barrett agreed, citing as an example that General Services has been incapable of carrying out the East Valley Improvement project, funded by private citizens' donations back in 1987.

On July 17, four Animal Control Officers (ACO's) will graduate. The new list for ACO will not be received until January 1996. Therefore, the Department will not be able to hire the five additional ACO's until January 1996, unless emergency appointments are made.

COMMENTS BY BOARD MEMBERS ON ITEMS NOT ON THE AGENDA

Commissioner Afriat said that the Task Force on the Regulation of Rescue Organizations initial meeting is targeted for Friday, July 21 at 10:00 a.m.

Commissioner Afriat asked about any procedure for responding to mail addressed to all five Commissioners. President Barrett admitted that mail had been responded to or not responded to according to priority. Commissioner Afriat suggested that this might be an area for the new Director of Public Information.

The meeting adjourned at 11:32 a.m.

August 22, 1995

ATTEST

PRESIDENT

COMMISSION SECRETARY

c:7.3.95

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, June 5, 1995

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular Session on Monday, June 5, 1995 in City Hall Room 238, 200 North Spring Street, Los Angeles, California 90012.

Members Present: President Barrett, Vice President Avila, and Commissioners Afriat, Cook and Robins.

APPROVAL OF MINUTES: The Minutes of March 15, 1995 were unanimously approved with an amendment by Commissioner Afriat.

STATUS REPORT ON PUBLIC RELATIONS ITEMS

Mimi Robins cited an article on artists in Paris, France creating still life art on sidewalks with dog excrement. This was part of a campaign to encourage citizens to curb their dogs.

Consideration of Licensing Canvassing Request for Proposal (RFP)

Mr. Greenwalt requested approval of the final RFP. He said that Mid-Valley Manpower has extended its contract monthly with the Department up to the present date. However, the Department believes this operation is too small to meet its future needs. Therefore, it requests approval of the RFP to solicit bids from new contractors.

Commissioner Afriat confirmed that the contractor would serve all areas of the City. Vice-President Avila confirmed that the new contractor would not engage residents in a harassing fashion, or violate any code of ethics.

Miguel Munoz, Management Analyst I, reported to the Board that there would be measures in the RFP to assure quality control. Also, the Department may terminate the contract if there is a violation of the code of ethics. Commissioner Cook expressed hesitation in approving the RFP as written.

Commissioner Robins made a motion that the Commission move forward with the RFP.

Mr. Munoz confirmed that all checks collected by the contractor will be made payable to the City of Los Angeles. In turn, the City will pay the contractor. Mr. Munoz assured the Board that there would be safeguards in place to monitor the processing of cash payments received by the field collectors. Mr. Munoz added that a training program will be developed to assure a code of conduct for collectors in the field.

Lois Newman spoke before the Board, urging the Department to not only seek delinquent license fees, but to also seek fees for unlicensed animals.

Joan Luchs spoke before the Board, asking for a Board discussion of how the RFP would lead to improvements over past procedures.

Mr. Greenwalt assured the Board that the RFP would be circulated more broadly than the previous RFP. To further assure quality control, President Barrett called for language in the RFP that calls for disputes between contractors and citizens be referred to the Department.

Commissioner Avila seconded the RFP motion. The motion was approved unanimously.

Consideration of Review of Spay/Neuter Contract

Mr. Greenwalt stated that the Spay & Neuter Contract RFP was intended to replace the current procedure of spay and neutering of animals adopted from City Shelters. Only two RFP's were circulated, and as a result, just one bid was received by the Department.

President Barrett confirmed that the Board was asked to concur with the Department's recommendation to reject the one current bid, and to recirculate the RFP.

Mr. Greenwalt added that at the present time, five parties had indicated interest in the RFP.

Commissioner Robins made a motion that the current RFP be rejected. Vice-President Avila seconded the motion. The motion was approved unanimously.

Consideration of Report on Spay/Neuter Workshop

Commissioner Robins called for discussion of a two-day Spay and Neuter workshop attended by members of various humane groups. The purpose of the workshop was to gather information and suggestions for the promotion of a spay and neuter program strategy in the City of Los Angeles. Commissioner Robins called for input from the public on suggestions developed and recorded in the summary of this workshop. This item will be discussed at a future meeting.

Before the public discussion, Commissioner Robins noted that there were several subjects tabled for future workshops, including the status of feral cats and feral cat ordinances; a pilot program designating a neighborhood as a curtailment of breeding zone; a thorough review and discussion of amendments made to the existing City breeders ordinance; cat licensing by cat or by household; a penny tax on pet food; and mandatory spaying or neutering of companion animals unless exempted by a Veterinarian or breeder's license.

Commissioner Robins also mentioned that the findings of the workshop were divided up by short term goals; long-term goals; possible pilot projects; items for task force review; and veterinary matters.

President Barrett called for the public to voice specific recommendations on how to proceed with certain projects in increments, and to offer their opinion on how to prioritize those projects.

Joyce Pieper spoke before the Board, thanking the Department for holding the workshop, and urged it to institute some short-term veterinary program goals immediately.

Lois Newman spoke before the Board, regarding asking veterinarians to perform free spaying and neutering services one day per year. She cited the San Diego program as a good model.

Anita Cohen spoke before the Board to offer the support of the SCVMA to many of the items covered by the workshop.

Jaimie Pinn spoke before the Board, requesting a separate feral cats workshop.

Teri Mitchell spoke before the Board regarding providing traps to citizens.

Lois Newman spoke before the Board, regarding humane investigations.

GENERAL MANAGER'S REPORT

Mr. Greenwalt said that four new Animal Control Officers would join the Department on June 5, 1995. They would be assigned to East Valley Animal Care and Control Center, where they would be trained by Lt. Bob Pena.

There will be a Mobile Pet Adoption at City Hall on June 16, 1995.

The Department expects to receive a blanket unfreeze for any vacant position in the 1995-96 budget. The Department also anticipates increasing the number of Animal Care Technicians from 31 to 39.

The Department has been given $1.1 million to replace its on-line computer system. The money will be provided from the General Fund. In addition to the computer system, there will by two Systems support positions.

A search warrant was served by the Department at Mary Lou's Kennel at 11048 Tuxford Street in Sun Valley. Approximately 162 animals were seized as a result of the raid. Councilman Richard Alarcon presented a motion to the City Council to hire as-needed Relief Kennel Workers for the Department on an emergency basis. This was approved by the City Council. The workers will be needed to care for the animals as long as they remain in custody.

COMMENTS BY BOARD MEMBERS ON ITEMS NOT ON THE AGENDA

Commissioner Cook requested that the Department look into the feasibility of issuing special permits to rescue and foster agencies as relief from regulations set by the Department which require these agencies to pay fees on rescue or foster animals.

The next meeting will be held in the San Fernando Valley at a location to be announced later. The meeting time will be at 9:00 a.m. due to a lengthy agenda.

The meeting adjourned at 12:00 noon.

July 17, 1995
ATTEST

PRESIDENT

COMMISSION SECRETARY

c:6/5/95

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, June 19, 1995

9:00 a.m.

The Board of Animal Regulation Commissioners convened in regular Session on Monday, June 19, 1995 at the Alliance of Motion Picture & TV Producers Building, 15503 Ventura Boulevard, Encino, CA 91436.

Members Present: President Barrett, and Commissioners Afriat, and Cook.

Members Absent: Commissioner Robins, Vice President Avila.

STATUS REPORT ON PUBLIC RELATIONS ITEMS
Gary Olsen, General Manager reported that there was a successful Mobile Pet Adoption at the City Hall Rotunda last Friday.

UNFINISHED BUSINESS

Consideration of Department of Animal Regulation Budget
Mr. Olsen said that the Budget would go forward as submitted. Bernie Leichter, Sr. Personnel Officer stated that there was an existing Animal Care Technician list good through August 1995. The Department expects to certify that list in July 1995, in hopes of filling up to twelve positions. A City-wide exemption from the City Hiring Freeze, or a blanket unfreeze for field positions is anticipated soon. Mr. Olsen said there will be 39 ACT's approved in the 1995-96 budget, which becomes effective July 1, 1995.

Mr. Leichter said an examination has been requested for Animal Control Officer I. It has not been assigned to a Personnel Examiner as of this date. Currently there are four ACO's going through a Department training program. Additionally, there are 45 ACO positions filled. The Department will have 51 positions authorized for the next fiscal year. An additional six positions may be hired after January 1, 1996, as they have been funded for half of the fiscal year.

Mr. Leichter said the Public Information Director bulletin has been circulated. Applicants must file for the examination by July 13, 1995. This exam will be based 100% on oral interview. If the exam were to be given in August 1995, a candidate pool could be generated by September 1995. Commissioner Afriat directed Mr. Leichter to make sure the notice received as much attention as possible aside from the City employee notice system. This included notifying public affairs and public relations associations, and classified ads.

Mr. Leichter said the Director of Field Operations exam has not been assigned to an Analyst as of yet. He anticipates a six month wait before a list is prepared.

A lay-off list exists for the Veterinarian position, made of three Veterinarians laid off from the Department with the closing of the Spay and Neuter Clinics. This means that the first name on that list would be offered the position. If this person declines, the officer would pass to the next person on the list, etc.

Consideration of Spay & Neuter Clinic Request for Proposal

The General Manager presented an RFP for the Spay and Neuter Clinics to the Board, and asked that the Board approve the RFP. It contained new contract compliance sections, and quality control changes. The RFP had been reviewed by Jerry Greenwalt, Assistant General Manager, and Dr. Dena Mangiamele.

Commissioner Afriat made a motion to accept the Spay and Neuter Proposal. Commissioner Cook seconded the motion. It was approved unanimously.

Consideration of Microchip RFP

Jack Nylund, Sr. Systems Analyst, presented a Microchip RFP with technical revisions to the Board, and asked that the Board approve the RFP. In the RFP all bidders are required to develop a universal scanner which would enable the Department to read all microchips.

Commissioner Afriat called for clearer language in the RFP, hoping to clear up all the "bureaucratese" or unclarity of the RFP.

Wayne Cuthbreth spoke before the Board, suggesting that the Department include a section in its RFP preventing encryption of the microchips. He presented charts regarding the status of microchipping and areas or jurisdictions which scan animals for chips, including the counties of Orange, Los Angeles, and Ventura.

Lois Newman spoke before the Board, informing them that there was an increasing number of companies which provide microchipping services. President Barrett encouraged every possible distribution method of the RFP.

Joan Luchs spoke before the Board, asking for a discussion on the range of costs of the microchip vendors' services. Mr. Olsen agreed that this program should not cost the taxpayers in Los Angeles.

Mr. Nylund said the contractor would be awarded a three year contract with two one-year options for renewal. Commissioner Afriat confirmed with Mr. Nylund that any new technology developed afterwards would have to be provided to the City under the same terms and conditions of the contract.

Commissioner Afriat made a motion to approve the Microchip RFP. Commissioner Cook seconded the motion. It was approved unanimously.

Consideration of Pet Vaccination Clinic RFP

Jerry Greenwalt, Assistant General Manager, said he had contacted the City Attorney and the Department would circulate the RFP without prior approval unless told otherwise. The RFP should be available by the end of June 1995. The RFP has been approved by the Mayor's Office.

Mr. Olsen explained that the SCVMA currently inoculates animals each year at low cost rabies clinics as a public health service. The Department is seeking to contract with a company to provide this service to a greater area of Los Angeles. President Barrett added that a number of private companies provide this service. The Department itself does not provide the volume of service that it should, for the purpose of generating revenue. It is anticipated that $250,000 will be raised through such a vaccination clinic contract.

President Barrett made a motion to approve moving forward with the Pet Vaccination Clinic RFP without input from the City Attorney. The Department would also provide a letter of explanation to the City Attorney. Commissioner Cook seconded the motion. It was approved unanimously.

Consideration of Expenditures from Animal Welfare Fund

This item held until July 3, 1995 meeting.

Consideration of Voucher Program Discussion

Mr. Olsen said that the next phase of the Voucher Program was ready to proceed as scheduled effective July 1, 1995.

Lois Newman spoke before the Board, urging it to increase publicity for the program. Commissioner Afriat asked Ms. Newman to provide him with a boilerplate Public Service Announcement on voucher information. He would make sure that it was publicized.

Joyce Pieper spoke before the Board, asking for provisions for pregnant cats, specifically vouchers tagged for pregnant cats.

Joan Luchs spoke before the Board, asking for both pregnant cat and pregnant dog vouchers.

Jane Bronson spoke before the Board, suggesting that the Department interview all organizations requesting vouchers.

Joan Luchs spoke before the Board, suggesting limiting the number of books initially distributed to organizations by each phase.

Jaimie Pinn spoke before the Board, urging it to network with the other nearby jurisdictions.

Janet Heeney spoke before the Board, urging more coordination between the voucher distribution agencies.

Commissioner Afriat confirmed that vouchers have expiration dates. Unused vouchers are put back into a pool for the next phase. Mr. Greenwalt said that there is a grace period past expiration dates, where veterinarians may submit vouchers for reimbursement. There are 25 vouchers in a book.

The Board recessed at 11:20 a.m.

The Board reconvened at 11:38 a.m.

Consideration of Task Force on the Regulation of Rescue Organizations

A task force has been organized, consisting of Commissioner Afriat (chair), Commissioner Cook, Jaimie Pinn, Lois Newman, and Janet Heeney. The work of the task force is expected to take three to four months.

Consideration of Workshop on Feral Cats

A workshop on feral cats will take place at the Alliance of Motion Picture and TV Producers on August 2, 1995, from 1 p.m. to 7 p.m. The facilitator is Irene Allert. All invited must R.S.V.P. by July 10, 1995.

PUBLIC COMMENT

Lois Newman spoke before the Board, praising the four new Animal Control Officer trainees.

Joyce Pieper spoke before the Board, charging that there had been no Departmental changes since the Spay and Neuter Workshop report. She would like to see some of the short term goals put into effect.

Joan Luchs spoke before the Board, requesting access to reports referenced in the Commission minutes.

GENERAL MANAGER'S REPORT

Mr. Olsen said that there has been an approval for transfer of $275,000 in funds to General Services for the East Valley reconstruction project. Funds will be transferred prior to General Services starting construction activities.

South Central will be moved to a temporary site, one block away from the current facility. Mr. Olsen learned that original plans were never submitted with specifications.

There are costly repairs necessary to West Los Angeles and West Valley. These also include repairing some damaged kennel walls.

East Valley has requested a pilot program allowing the Los Angeles Unified School District to work as volunteers in the facility. Participating students would receive school credit. The City Attorney has approved the plan, provided that it is a pilot program. Tom Hudson, Animal Care Technician Supervisor, will oversee the program.

COMMENTS BY BOARD MEMBERS ON ITEMS NOT ON AGENDA

Commissioner Afriat suggested exploring donation solicitations on License Renewal Forms. These donations would be added to special funds.

Commissioner Afriat asked to create a form letter or commendation acknowledging outstanding employees.

President Barrett mentioned the possibility of moving the July 3 Board meeting.

President Barrett mentioned that some Council offices have received complaints regarding the back up of the Administrative Hearing Program.

The Board adjourned at 12:15 p.m.

July 17, 1995

ATTEST

PRESIDENT

COMMISSION SECRETARY

c:6-19-95

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

February 22, 1994

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Tuesday, February 22, 1994, at 10:00 a.m., in Room 1200, 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Robins and Commissioners Barrett, Bercel, Exe and Stein.

APPROVAL OF MINUTES: The Minutes of February 7, 1994 were unanimously approved.

STATUS REPORT ON NEWS ITEMS

Nancy Moriarity, Public Relations Representative, gave a status report on news items.

UNFINISHED BUSINESS

Consideration of Department of Animal Regulation Budget

George Phipps, Chief Veterinarian, spoke before the Board. He stated the City and Department are operating under severe budget constrains. He indicated there is a revenue proposal he would like to offer which could provide jobs for the City of Los Angeles and save the City money. He introduced Michael Sargeant, Sargeant Wholesale Biologicals, who has been in business for 12 years. Mr. Sargeant has operated with other animal regulation jurisdictions. These jurisdictions have worked in cooperation and his proposal has been accepted favorably.

Mr. Michael Sargeant spoke before the Board and indicated his company is a scientific supply company which is used in education, for specimens in schools, veterinary study, pre-med students, and specimens for dissection. They have a variety of things they offer. Their company takes waste products down into useable products for society. The organs and kidneys are used by students for educational study. They use cats that have been put to sleep by Animal Control agencies. Mr. Sargeant asked what the current disposal of animals is in the City. The General Manager indicated a rendering company is used and the City pays a fee. Mr. Sargeant indicated they purchase animals after they have been put to sleep. They use the euthanized animals only for educational study. Their service would provide revenue for the City and County. It is used for much needed education. They have been doing this on a contractual basis for two to three years, and have an outstanding relationship with all 10 - 12 counties in California and Texas. He invited the Commission to call any director and discuss their program. He indicated they are interested in adult cats only which are 12 inches or longer.

Commissioner Exe asked if we were interested in this, how it would be handled by this Commission or the Department. She asked about the current contract used by the City and if contracting out with Michael Sargeant would break this up. Meyer Levine, Administrative Services Officer, indicated the City now uses D & D Disposal. There would be no interference on their contract.

Michael Sargeant stated they would service the facilities and a man would come by every day and provide special containers and set up, with no additional work for personnel. They would service and keep it clean on a daily basis. This service would provide jobs in the area. Mr. Sargeant was asked by the General Manager if 12 inches for the cat was without the tail. Mr. Sargeant indicated it was. He also mentioned that approximately two-thirds of euthanasias are on cats. The Summer time is especially busy. He stated they would also provide a freezer if necessary.

Commissioner Barrett thanked Mr. Sargeant for his presentation. She recommended the Budget Committee meet and discuss this, meet with other staff. The Commission can then review the proposal and talk about the benefits and obstacles. Michael Sargeant thanked the Commission for their time.

Announcement of Future meeting Regarding Policy Banning Coyote Trapping

President Robins advised the Board a place has been found and a date has been set for reschedule of the meeting regarding the policy on banning of coyote trapping. She indicated the meeting will be held at the Parkman Middle School (Auditorium) at 20800 Burbank Boulevard, Woodland Hills, California 91367, on Wednesday, March 23, 1994, at 7:00 p.m.

GENERAL MANAGER'S REPORT

Gary Olsen, General Manager, stated he spoke with a liaison regarding the rabbit proposal being finalized. He stated the new fee for adopting rabbits would be $15. Commissioner Barrett advised the public that the Department had a concern regarding adoption of rabbits for only one dollar. This low fee was not consistent with keeping rabbits as pets. Gary Olsen indicated other fee structures are still being worked on. He also mentioned the Department is working on getting personal property animals out within 30 days, rather than holding them indefinitely. The General Manager advised the Board that the Budget and Finance Committee and Personnel Committee approved the unfreeze of the Assistant General Manager position. The request will go before full Council on Wednesday, February 23, 1994. He discussed an 8.3 percent budget reduction package for 1994-95 fiscal year. He stated he had a good meeting with the CAO and now needs to go to the Mayor regarding restoring eight Animal Control Officer positions.

Commissioner Barrett indicated the Department is shifting personnel and giving up other positions that are not as critical. The Department is short of field personnel. The Department is working on a budget proposal that will reduce the General Fund monies.

Gary Olsen stated the Department will have a complete report for the Commission regarding the earthquake disaster. He recommended the Department host a picnic to thank everyone who has helped during this crisis. The General Manager submitted a Department Work Statistics Report regarding the Earthquake response from January 17 through February 4, 1994. He also indicated the Department received $5,000 in donations which went into the Earthquake Relief Fund and Animal Welfare Trust Fund. He stated that 100 percent of the animals are being cared for. We will have all figures regarding this soon.

Commissioner Exe asked what the amount is in the Animal Welfare Trust Fund. Mr. Olsen stated he would get those figures for her.

The Board recessed at 10:34 a.m.

The Board reconvened at 10:46 a.m.

Status Report on Adopt-A-Pet Day - Adoption of Earthquake animals

President Robins indicated that animals have been fostered out. She asked if people are actually getting them. Gary Olsen stated he is not positive, however, last he heard, we were getting a better response. Commissioner Exe inquired about three Great Danes at East Valley. She was concerned about them being adopted.

Commissioner Barrett indicated she is very much interested in the Great Danes. Commissioner Exe stated she wanted to make certain those dogs are not destroyed.

PUBLIC COMMENTS

Lois Newman spoke before the Board regarding Pot Bellied Pigs. She indicated that item should be pushed through the Planning Department. She also discussed a complaint she received from the public regarding two earthquake dogs. The citizen had called three shelters: West Los Angeles, South Central, and West Valley Shelters and was treated rudely. The shelters refused to take the description of the dog because they said the citizen was breaking the law by not bringing the dogs in. Lois Newman suggested the Department accommodate the public that is willing to help and keep the pet at their own expense, and that the shelters be kinder to the public.

Judy Carne spoke before the Board and thanked the Department, Jamie Pinn, VSA and United Animals for their efforts during the earthquake crisis. She stated she disagrees with Lois Newman in that displaced animals should be taken to the shelters. She stated that people are still coming in to the shelters to look for their animals. It is easier for an owner to go to the shelter to find an animal. Dealing over the phone just does not work.

Wayne Mitchem, Department employee, spoke before the Board regarding the Department's transfer policy. He is unhappy and does not understand why this policy is continually practiced with him and others. President Robins indicated it is not within the Commission's purview to do anything about it. She stated Mr. Mitchem's concerns should be addressed to the General Manager.

COMMENTS BY BOARD MEMBERS ON ITEMS NOT ON AGENDA

Commissioner Exe stated she has received complaints from citizens regarding East Valley and West Valley areas where a certain cadre of people are giving away animals and request contributions for dogs. She is concerned with where the animals come from. She feels it should be stopped. She asked what the Department's jurisdiction is here. She is concerned with what type of homes the animals are going to. The General Manger stated he would obtain information from Commissioner Exe after the meeting and investigate.

Commissioner Stein inquired about the status of the Feral Cat Ordinance. She asked why it was not tracked down by the Department. She stated she talked to the Planning Department and obtained information she requested within 20 minutes. She asked why the Feral Cat Ordinance has taken so long, and asked what we can do about it.

The General Manager indicated the ordinance was proposed by the Feral Cat Committee. He had to go to City Council. He has been in contact with Building and Safety. Commissioner Stein indicated she does not find that a satisfactory answer.

Commissioner Barrett inquired about the Pot Bellied Pig issue. She requested the Department look into it and track it down.

President Robins requested that the Feral Cat Ordinance and Pot Bellied Pig issues be placed on the next agenda.

The meeting adjourned at 11:14 a.m.

March 7, 1994
ATTEST

Irma Robins
PRESIDENT

Giselle Hauptv
COMMISSION SECRETARY

a:2-22-94

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, February 7, 1994

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Monday, February 7, 1994 in Room 1200, 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Robins and Commissioners Barrett, Exe and Stein.

Members Absent: Commissioner Bercel.

APPROVAL OF MINUTES: The Minutes of December 20, 1993 and January 3, 1994 were unanimously approved.

UNFINISHED BUSINESS

STATUS REPORT ON NEWS ITEMS

Nancy Moriarty, Public Relations Representative, gave a status report on news items.

Consideration of Department of Animal Regulation Budget.

Gary S. Olsen, General Manager, summarized the latest budget reduction packages to the Commission. Mr. Olsen said the Department and the City Administrative Officer are scheduled to meet on February 15, 1994 regarding the budget.

Consideration of East Valley Shelter Alteration

Michael Burns, District Supervisor, distributed the report and recommendations of the committee assigned to this project. He summarized, for the benefit of the public, the highlights of this report. He asked the Commission to support all phases of the committee's report and recommendations. Gini Barrett was recognized and moved, seconded by Lynne Exe, that the Department proceed with the recommendations of the committee. The motion was approved by unanimous vote.

Consideration of Status Report on Spay and Neuter Program

George H. Phipps, D.V.M., Chief Veterinarian of the Department, presented the revised "Pre-Release Spay and Neuter Program" polices and procedures. He explained that the new procedures will allow the Department to retain ownership of all animals until

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, May 2, 1994

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Monday, May 2, 1994, in Room 1200, 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Robins and Commissioners Bercel and Stein.

Members Absent: Commissioner Barrett.

APPROVAL OF MINUTES: The Minutes of April 4, 1994 were unanimously approved. (Commissioner Barrett was absent.)

NEW BUSINESS

Presentation by the City Attorney's Office regarding Brown Act and revisions of the Brown Act

Diane Wentworth, City Attorney's Office, spoke before the Board regarding the Brown Act which states that all aspects of meetings are to be conducted in public and that sub-committee meetings must have a specific subject matter. Anytime a majority of Board members meet, it is considered a meeting. Anytime there is deliberation prior to a regular meeting, it is considered a meeting. Ms. Wentworth gave an example regarding telephone calls to Commissioners. She stated when Commissioners call each other and come up with a consensus, that is considered a meeting. If you get three or more people sequentially, and you start deliberating to take a vote, the public is entitled to hear. Fax machines, as well as telephone deliberations are improper. There are three exceptions to the 72-hour rule for meetings: If a determination is made by a majority vote of the legislative body that there is an emergency situation; or a determination is made by a two-thirds vote that the need to take action arose subsequent to the posting of the 72-hour agenda and the action to make this determination includes a substantiation of such need; or when the item to be considered was posted on an agenda for a prior meeting which occurred not more than five calendar days before the meeting at which the legislative body is taking action, and the item was continued from the prior meeting to the current meeting.

Ms. Wentworth discussed Closed Sessions. The new law states that a legislative body's authority to go into closed session based on pending litigation has been further defined. It now appears clear that a legislative body can go into closed session to confer with or receive advice from counsel in response to oral or written statements threatening litigation. On controversial matters, proponents and opponents routinely threaten to sue the City. However, such threats will only permit closed session when discussion in open session "would prejudice the position of the local agency in litigation."

Section 54954.5 has been added regarding Closed Sessions. This section contains model provisions on how to describe items on the agenda for consideration at a closed session. The secretaries of all boards, committees, and commissions subject to the Brown Act should make sure that their agenda descriptions of closed session items contain at least as much information as provided in these model provisions. Section 54957.7 has been amended to provide that the legislative body, after a closed session, shall reconvene in open session to make any disclosures required by Section 54957.1.

Ms. Wentworth stated when hearing complaints or charges against another employee brought by someone against an employee, the employee has the right to an open meeting if they wish. The General Manager asked about Minutes of closed meetings. Ms. Wentworth stated the Minutes are sealed. Diane Wentworth asked the Department or Board of Animal Regulation to call the City Attorney's Office if they have any questions. They would look at questions on a case-by-case basis.

Lois Newman, Cat and Dog Rescue, asked if the Budget Committee meetings can be held excluding the public. She stated Commissioners Barrett, Stein, Gary Olsen and Meyer Levine are on the Budget Committee. Ms. Wentworth stated she would get back to her to answer that questions.

Overview by City Attorney's Office and Personnel Department regarding duties and responsibilities of the General Manager Animal Regulation and Board of Animal Regulation Commission

Arthur Margolis asked why the Commission cannot hold a meeting regarding the conduct of employees. Ms. Wentworth referred to Section 79 of the Charter which states "The Board may issue instructions to the general manager of its department concerning the exercise of any of the powers conferred upon the general manager by this Charter..."

Section 80 of the Charter states: "Subject to the provisions of this Charter the rules of the department and the instruction of his or her board, said general manager of the departments under the control and management of a board of commissioners, except the Police Department, shall have the power and duty:

(1) to administer the affairs of the department as its chief administrative officer; (2) to appoint, discharge, suspend, or transfer the employees of the department, other than the secretary of the board and the chief accounting employee of the department, in the line of their duties, all subject to the Civil Service provisions of this Charter;..."

Ms. Wentworth recommended the City Attorney's Office be contacted if there is any problem.

Arthur Margolis asked Ray Allen, Personnel Department, if the Commission wants to look into the Department, can they call for an independent study. Mr. Allen said, "yes." The Commission can pursue an independent review of the Department. They would release an RFP to tell if the Department is doing a proper job. There are Charter instructions. The Mayor and Council would be involved. There would be recommendations and follow up. You would need a request to the Mayor and Council to do that.

Commissioner Stein asked when the Commission gets comments from the public at shelters, what can the Commission do. These people are not in the Department, but are professionals and are knowledgeable. Ray Allen suggested use of a suggestion box.

Arthur Margolis asked if the Commission can talk to an employee. Ms. Wentworth indicated she has a problem with anybody talking to a person without representation and some kind of notice. The question was asked what if the supervisor has not supervised and the employee is transferred from shelter to shelter. Ms. Wentworth stated the General Manager should be contacted. There would be an investigation and then due process rights.

Lois Newman, Cat and Dog Rescue, stated she has found the Department lax in discipline. She asked in what way can they be sure discipline is taken by the Department against an employee not doing the job.

President Robins stated we have a new General Manager. We do not have an Assistant General Manager. She asked to give things a chance.

Ms. Wentworth suggested that general advice be given by the Board to the Department. She suggested the Board write goals for the General Manager. For example, that staff be properly disciplined and that each person be evaluated.

Carol Ellis asked about documented information. She stated, for example, if a District Supervisor is not doing his job because he would look bad if the did report it.

The General Manager asked when a report is given to the Commission is that considered a public record. Ms. Wentworth stated it is a matter for closed session. There could be a skelly hearing. There is no reason not to issue some kind of other report. The employee has a first amendment right to privacy. The public has a right to know to. A balance would have to be made on a case-by-case basis. An employee can ask to have a public meeting, or the Commission can have a public meeting, or a closed session. The employee only has a right to have it public. Again, it would have to be determined on a case-by-case basis.

The Board recessed at 11:34 a.m.

The Board reconvened at 11:47 a.m.

The General Manager made a presentation of an Award to Betty Denny Smith, AHA, to honor and recognize her for her efforts during the January 17, 1994 earthquake disaster crisis. Earlier, awards were given to other public and private agencies for their assistance during the earthquake crisis.

Nancy Moriarity showed a PSA done free of charge by Rue McClanahan for use by the Department.

PUBLIC COMMENT

Lois Newman, Cat and Dog Rescue, spoke before the Board regarding a problem with one of the license collectors who went to collect on a dog he said was a guard dog. The owner stated the dog was not a guard dog. Ms. Newman stated it is very important the collector be user friendly, otherwise the Department will have a difficult time collecting for licenses.

GENERAL MANAGER'S REPORT

The General Manager advised the Board that the waiver of fees regarding rabbits went before the Public Safety Committee on April 12, 1994. He received a draft ordinance for review from the City Attorney which was forwarded back on April 26, 1994 with no changes by the Department. As part of the budget request, he is going to ask for the $320,000 for spay and neuter vouchers to be placed up front rather than going through Council every time money is requested. Gary Olsen stated he is reviewing a draft for spay and neuter services at the Department's spay and neuter clinics. Once the Commission also reviews the draft, he will go forward with a proposal. He stated he met with the new license contractors to discuss the Department's needs and what we require. He stated within a two-week period, there should be an agreement and by June 1, 1994 the contractors should be on board and trained by our personnel.

COMMENTS BY BOARD MEMBERS ON ITEMS NOT ON AGENDA

The Department was asked if spay and neuter vouchers are mailed out. The General Manager indicated the vouchers are picked up in the Administrative Office.

The meeting adjourned at 12:10 p.m.

June 20, 1994
ATTEST

Mimi Rahen
PRESIDENT

Giselle Hauptl
COMMISSION SECRETARY

a:5-2-94

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, April 3, 1995

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular Session on Monday, April 3, 1995 in Room 1200, 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Barrett and Commissioners Robins and Afriat.

Members Absent: Vice-President Avila.

UNFINISHED BUSINESS

Status on Public Relations Items

Mr. Olsen related a call to East Valley, resulting in a search warrant on a Sunland property. There were arrests made for animal cruelty and trapping animals without the Department's permission by use of illegal steel jaw traps. The owner of the property was also charged with possession of four pounds of marijuana, and was already the subject of an arrest warrant. Councilwoman Ruth Galanter praised the Department for its handling of the incident. Commissioner Afriat expressed his appreciation to the East Valley staff. Mr. Olsen thanked Lt. Bob Pena for his role, adding that the Department no longer had any District Supervisors, due to the retirement of Michael Burns, and continued absence of District Supervisor George Weissman. All Sr. Animal Control Officers were expected to take on greater roles in overseeing the shelters.

President Barrett asked about an episode where an L.A.P.D. officer was forced to shoot a pit bull. Mr. Olsen indicated that the dog had died in transport to a veterinary hospital.

President Barrett announced "The Blessing of the Animals" at Olvera Street, Pueblo de Los Angeles Historical Monument, on April 15 at 2:00 p.m.. This is co-sponsored by Recreation and Parks. Blessing will be conducted by Cardinal Roger Mahoney.

Consideration of Department of Animal Regulation Budget

Mr. Olsen said the Mayor's Proposed Budget is expected to be submitted to City Council in accordance with the Charter deadline of April 21. It will face analysis in various ad hoc committee discussions. Mr. Olsen promised to provide this schedule to the Board members.

Mr. Olsen announced that Dr. Dena Mangiamele has been appointed as the new Chief Veterinarian for the Department of Animal Regulation, effective today. Dr. Mangiamele formerly worked for Heinz Pet Products in Terminal Island, California. President Barrett asked Dr. Mangiamele to report to the Board after thirty days on her opinion of the shelter facilities. Dr. Mangiamele was also requested to meet with members of the humane community.

Mr. Olsen expects Animal Control Officer interviews to be held within the next two weeks. Civil Service interviews for Animal Care Technician Supervisors are scheduled within the next few weeks.

Commissioner Afriat asked how the Department was proceeding with recruitment of other key positions awaiting approval by City Council, citing Public Information Officer as an example. Mr. Olsen stated Bernie Leichter, Sr. Personnel Analyst I, is now drafting a final report for an Education and Information Director.

Consideration of Facilities Renovations

Mr. Olsen said General Services wishes to carpet Harbor Shelter, citing the thin floors of the shelter.

The Department will go before Cultural Affairs Committee on Thursday to present final design aspects of the proposed South Central shelter. Mr. Olsen said the Committee has questions about work flow in the proposed shelter.

Permits for construction on East Valley were expected in General Services last Thursday, but have not arrived. Jerry Greenwalt, Assistant General Manager, is investigating, and will report his findings to the General Manager this evening.

Consideration of Pet Tattooing

Carol Neu, Tattoo-A-Pet, spoke before the Board, and provided information regarding pet tattoos. She indicated that she was aware of two major tattoo registries comparable to Tattoo-A-Pet in the United States: National Dog Registry in Woodstock, New York, and American Pet Association in Atlanta, Georgia. Ms. Neu was unsure of exactly how many animal owners tattoo their pets. She claims Tattoo-A-Pet has 400,000 animals registered in California, and one million animals registered nationally.

Ms. Neu also claims a ninety-nine percent documented animal recovery rate. She mentioned that animal research centers will not accept tattooed animals, and that these research centers do not scan animals for microchips. Also, owners may not register their animals with a local animal shelter's microchip data base, or may decide to move animals out of the jurisdiction of a shelter. Ms. Neu added each Tattoo-A-Pet animal receives a clearly visible individual tattoo number.

Commissioner Robins cited the costs of $10 for a single pet, $20 for tattoo and registration combination. However, she noted that Ms. Neu's literature states some agents charge higher rates. Ms. Neu indicated that Tattoo-A-Pet agents were independent contractors and set their own rates.

Ms. Neu said that the procedure was painless, and comparable to an "annoying tickle." She mentioned that she does not sedate an animal during the procedure, as she is not licensed to do so.

President Barrett asked about logistics of tattooing for all City shelters, which process approximately 100,000 animals per year, and may have 20,000 to 30,000 animals in need of tattooing. Ms. Neu suggested combining the Spay and Neuter program with the tattooing program. President Barrett asked if those performing spaying and neutering would then have to be specially trained in tattooing. Ms. Neu indicated that Department personnel and/or veterinarians could be trained to perform the procedure with supplies provided by her company.

Commissioner Afriat asked about horror stories of animals being tattooed, as compared with people's horror stories. Ms. Neu said that animals would most likely be annoyed, rather than be in any pain. And she mentioned that dogs may be irritated by the noise of the machinery.

Dr. Mangiamele asked where the tattooing normally took place. Ms. Neu said it would happen either at her home, or at the home of the owner. Dr. Mangiamele asked about Ms. Neu's experience with permanence of tattoos on cats. Ms. Neu admitted she had never performed the procedure on a cat. Linda Gordon, Management Analyst II, mentioned instances of fading or illegible tattoos with her older dogs.

The Board recessed at 11:05 a.m.

The Board reconvened at 11:20 a.m.

Consideration of Microchip Request for Proposal (RFP)

President Barrett instructed the Department to contact Vice-President Avila for his input on the RFP.

Mr. Olsen stated that the draft presented to the Board was originally a 1992 RFP on an Animal Identification System. The Department is meeting with other agencies and companies, to develop questions on the RFP.

Jack Nylund, Sr. Systems Analyst, said he has heard that t
main rival companies have elected to make their s
incompatible for purposes of competition and cornering the m
The General Manager said that compatibility of chips has
written into the RFP as a requirement of entering in
agreement. He then stated that Los Angeles County's pilot p
has divided its shelters between two companies. On the other
Ventura County has already chosen to go with one co
Commissioner Robins expressed her frustrations with th
companies' refusal to find a quicker compromise, and cons
seeking alternatives.

President Barrett noted that the RFP had broadened beyond st
identifying cats and dogs "only." It is now "primarily" fo
and dogs. President Barrett had questions about the chip
defective after reaching certain temperatures. The General M
said that he would check into this. Mr. Nylund said the RFP
the Department is assured loan of equipment for testing pu
before entering any contract.

President Barrett said she was in favor of a pilot pr
splitting shelters, if the major companies were to
compatible, and could then compete on the basis of se
Otherwise, she stated, she would have problems moving forwar
the RFP.

Board Members present submitted their notes on the RFP t
Department. Commissioner Afriat confirmed that the Board
receive another draft of the RFP before final submittal t
Commission for approval.

Consideration of Lost & Found Project Update

Mr. Olsen stated that the two companies bidding on the co
have not been in contact with the Department for five m
However the concept has been approved by City Council. Mr. N
has tried to reach each company.

Consideration of Original Council Motion on Dog Licensing by
Private Sector

Linda Gordon said in November 1992, Councilman Hernandez m
motion proposing pet stores, animal breeders and veterinarians
licenses when selling animals. The CAO was asked to report, a
November 1993, provided a report to Public Safety Committee.
CAO recommended that the General Manager for Animal Regul
develop a program with the SCVMA, enabling veterinarians to
dog and cat licenses to L.A. City residents. It also instr
the City Attorney to prepare a draft ordinance for this prop

The Department made its own report, recommending that the CAO not limit the program to SCVMA veterinarians. The CAO's report had cited that animals sold by pet shops were under 4 months, therefore it did not seem practical to include these businesses. But the Department argued that pet shops were usually frequented by animal owners, and asked have them included. Public Safety chose to adopt the CAO version. Therefore an ordinance was drawn up and adopted by City Council, providing that veterinarians may participate in the program and be reimbursed $2 per licensed pet. Pet shops may still participate, but do not receive reimbursement of $2.

Commissioner Afriat asked the Department to consider licensing clinics through the school system, where schools might enjoy the same revenue generating package as veterinarians. He offered to personally take such a proposal before the School Board.

President Barrett directed the Department to present draft language to the Board for review and recommendation at the next Commission meeting.

Consideration of Spay and Neuter Workshop & Commission Attendance

Commissioner Afriat said Assistant City Attorney Anthony Alperin has informed the Commission that more than two Commissioners attending the workshop at any time would constitute a violation of the Brown Act. The Board was asked to put this on the agenda, and make this public announcement. The Board was also advised to coordinate its attendance. President Barrett complained that some Commissioners would have to be educated on the workshop solely on information presented at the Board meeting. This would be time-consuming, as well as less insightful than attendance at the entire workshop. Commissioner Afriat understood that the meeting would be videotaped, and said he would make a point of reviewing tapes of the workshop.

Due to scheduling conflict with the Spay and Neuter Workshop, the April 19, 1995 Animal Regulation Board of Commissioners meeting was canceled. The Board declined to reschedule this meeting.

Commissioner Robins said Spay and Neuter packets have been mailed to invited participants. Thirty humane organization participants are expected to attend.

PUBLIC COMMENTS

Lois Newman spoke before the Board, regarding a program in Councilman Svorinich's district. Through vouchers and support of Actors and Others, 100 dogs will be spayed on the week of April 24.

Ms. Newman also called for the immediate reordering of the next year's spay and neuter vouchers.

Diane Waters spoke before the Board, praising the efforts of the shelters.

GENERAL MANAGER'S REPORT

Mr. Olsen stated the Non City Adoptive Animal Proposal was passed by Mayor Riordan on March 22, published on March 27, and becomes effective on April 27, 1995.

Mr. Olsen advised the Indigent Animal Proposal is scheduled for Council Agenda on April 7.

Mr. Olsen stated that the General Manager's Report was due to the Mayor on the 10th of every month. Mr. Olsen said he would make that package available to the Board members at the same time.

Mr. Olsen stated that Mr. Russ Cook will be confirmed in City Council as a Commissioner, Board of Animal Regulation tomorrow.

COMMENTS BY BOARD MEMBERS ON ITEMS NOT ON AGENDA

Commissioner Robins directed the Board send a letter to shelter personnel commending them for their work with birds.

Commissioner Robins confirmed with Linda Gordon that Spay and Neuter Vouchers were already ordered on March 14, 1995.

Commissioner Afriat considered forwarding the booklet "How to Get Along with Animals to the Police Department.

The meeting adjourned at 12:26 p.m.

4-4-95

ATTEST Gini Barnett

PRESIDENT

COMMISSION SECRETARY

c:4.3.95

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, May 1, 1995

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular Session on Monday, May 1, 1995 in Room 1200, 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Barrett, Vice President Avila, and Commissioners Robins and Cook.

Members Absent: Commissioner Afriat.

APPROVAL OF MINUTES: The Minutes of March 6, 1995, March 20, 1995 & April 3, 1995 were unanimously approved.

STATUS REPORT ON PUBLIC RELATIONS ITEMS

Gary Olsen, General Manager announced that the West Los Angeles Shelter will have an Open House on May 6, the beginning of "Be Kind to Animals Week."

There was a three-day Emergency Preparedness Fair held at the Los Angeles Zoo parking lot the first weekend in April. Approximately 1500 children attended the fair on Friday. Lt. Fred Michael, this Department's Emergency Preparedness Coordinator, coordinated the event for the City.

Mr. Olsen mentioned that Dyer Huston, former Public Relations Specialist, passed away recently.

West Los Angeles shelter has received a donation of stainless steel cages, through Bill Dyer, of Last Chance for Animals.

On June 14, FEMA will present an Animal & Disaster program, coordinated by Lt. Fred Michael.

Mr. Olsen presented a 15-year service pin to Dr. Guthrie Blue. Dr. Blue announced his retirement effective Wednesday, May 3.

UNFINISHED BUSINESS

Consideration of Department of Animal Regulation Budget

President Barrett said the Mayor has released his proposed budget to the City Council. The Council is now reviewing the budget. The General Manager indicated that the Mayor's proposed budget increases the number of Animal Care Technicians from 22 to 39, and includes a Director of Information and Education.

The General Manager said the Department must be more innovative in revenue generating. He hopes to introduce a number of public/private partnerships for low-cost spay & neuter clinics; low cost vaccination services; increased license collection; and pet identification programs. This will be expedited by a new on-line computer system which was included for the Department in the Mayor's Proposed Budget.

Other positions to be added include Director of Field Operations (rather than the former five District Supervisors). The District Supervisor position will be eliminated July 1, 1995. The General Manager stated that there will be a cut of six and one half positions as the budget stands currently.

Bernie Leichter, Sr. Personnel Officer, said interviews had been held for new Animal Control Officers on April 12 and 13, 1995. Of those interviewed, the panel recommended four candidates. Commissioner Cook asked Mr. Leichter to supply the Board with a copy of the interview questions.

Mr. Leichter said the list for Animal Care Technician Supervisor (ACTS) is expected very soon. The list will be forwarded to the Civil Service Commission for promulgation. After a two-week period for Council to give approval, the Department will begin certification interviews for the position; it is expected to be filled by June 1995. The Animal Care Technician (ACT) list expires in August 1995, and the Department has requested that a new exam be given. Mr. Leichter added that many ACT positions are expected to be filled by July 1 1995. Exams for these two positions are given approximately once every two years.

Mr. Leichter said the Department has submitted an unfreeze request for the position of Veterinarian. The request is being analyzed by the CAO. The General Manager advised the Board that there is a Departmental layoff list for Veterinarians effective through 1997. Veterinarians previously laid off from the Department must be rehired according to seniority. Commissioner Robins immediately called for a re-examination of those Veterinarians' medical qualifications.

Mr. Leichter stated that the Department expects a one-time exemption for Public Information Director, and a blanket unfreeze for Director of Field Operations. He said there was currently no list for either position, but an exam has been requested for each one. President Barrett hoped a Commissioner would be available for the Department interviews of the Public Information Director.

The General Manager said in the future the Department will receive blanket authority to hire Animal Control Officers and Animal Care Technicians, saving the Department months in the hiring process.

The CAO is expected to present a report to a Council Ad Hoc Committee on financing the opening of shelters on Sundays. The CAO has suggested the hiring of as-needed personnel. The Department opposes this, citing a temporary employee's lack of familiarity with Department policies and procedures. The Assistant General Manager stated he received a FAX of a draft CAO report. The Department will be ready with its own report for the Committee. Commissioner Avila requested copies of the Department's draft rebuttal for the Commissioners.

Consideration of Lost and Found System

Jack Nylund, Sr. Systems Specialist I, summarized how Michael Burns, former District Supervisor, proposed a Lost and Found System, matching up lost dogs with owners through use of a 900 number. A private vendor would be contracted to run the computerized toll telephone service. Last December bids were received, and a vendor was selected and presented to City Council. Mr. Nylund confirmed that this vendor was no longer interested in handling the Lost And Found contract. Mr. Nylund mentioned the slow City process, as a possible reason for a vendor's loss of interest. He added that no major toll telephone companies, which were also sent RFP's, submitted bids.

President Barrett directed Mr. Nylund to research the Animal Lost and Found project and return to the Board in two months with a recommendation on whether or not to proceed with another RFP. She added that the Department would be in a better position to proceed with an Animal Lost and Found catalogue once its new computer system has been installed. President Barrett also asked Mr. Nylund to return to the Board regularly with updates on the status of the new computer system.

Consideration of the Voucher Program

Linda Gordon, Management Analyst II, indicated to date the Department has issued 12,825 vouchers of 15,000 available. Of those issued 6,147 have been redeemed, a rate of 47.93%. Approximately $112,000 has been spent on the program this year. Commissioner Robins asked how veterinarians were selected for the program. Ms. Gordon said any veterinarian is eligible for the program. Most veterinarians are introduced to the program through the humane organizations controlling the vouchers.

President Barrett cautioned the Department to monitor the redemption of vouchers to prevent abuses in this system.

Joyce Pieper spoke before the Board, and presented the Board with a report regarding the trapping and spaying and neutering of feral cats. Programs exist in San Diego and San Jose, California.

Lois Newman spoke before the Board, citing feral cats as being mostly responsible for cat overpopulation, as opposed to domestic owned cats.

Teri Austin spoke before the Board, citing a lack of publicity for the voucher program and the differential between spaying a cat and a large breed dog. This might be solved by issuing an owner more than one voucher.

The Board recessed at 11:20 a.m.

The Board reconvened at 11:30 a.m.

Consideration of Volunteer Program

The General Manager asked that this item be rescheduled.

Consideration of the Spay & Neuter Clinic Request for Proposal (RFP)

The Department received one bid on a Spay and Neuter Clinic RFP. The Department has been discussing the installation of Spay and Neuter Clinics at the shelters with this bidder. The General Manager and Dr. Dena Mangiamele, Chief Veterinarian, along with Mr. Hirsch and Dr. Patterson recently visited North Central and East Valley Animal Care and Control Centers regarding installation of the new clinics. Mr. Hirsch, the lone bidder, was asked to consider placing modular units for the animal shelter facilities with insufficient clinic spaces. He was also asked to furnish spay and neuter clinics inside North Central and East Valley Animal Care and Control Centers, which had existing clinic spaces. The General Manager asked for an opportunity to review the findings recently sent by Mr. Hirsch on the clinic proposals and report back to the Commission. Commissioner Robins asked Mr. Olsen to present a timetable for installation and operation of the clinics. The General Manager stated the first couple of clinics could be operational by August 1995.

Consideration of Microchip RFP

The General Manager indicated the RFP originally went to the City Council in 1992. Two months ago, a draft of the revised RFP was submitted to the Commission for review and comment. Changes were incorporated in the draft RFP.

Mr. Nylund confirmed that the RFP requires scanners to read the existence of any microchip on the market. President Barrett expressed her frustration with the competing companies, who were unwilling to make their units compatible. She said that merely reading the existence of a microchip would morally obligate the Department to locate an animal's owner. The Department would have to do so without knowing exactly which microchip recording system the animal was registered under. Otherwise, the Department would be forced to euthanize these microchipped animals. Commissioner Robins commented that the Board had been listening to these proposals for a decade, and wondered if tattooing might be more practical.

Wayne Culberth of InfoPet spoke before the Board, stating that the standardization of microchipping pets was moving forward. He anticipated that universal reader will be developed in the future, eliminating the concern of the Department in selecting one company over another at this time.

Jack Edwards of AVID spoke before the Board, restating his offer to provide free chips for the Spay and Neuter Program for the rest of the year. He also offered to upgrade all equipment with the advent of the universal scanner, at no cost to the Department.

Commissioner Avila asked staff to get a timetable for the development of the universal scanner, and to obtain some information from the national and international microchip standards agencies.

PUBLIC COMMENTS

Nathan Hirsch spoke before the Board, regarding the Spay and Neuter Clinics. He was informed by President Barrett that items discussed under Public Comments cannot be items scheduled on the agenda.

Teri Austin of Amanda Foundation spoke before the Board, regarding the licensing fee for dogs removed from the pound. These fees were not transferable to people adopting animals through Amanda Foundation. She asked that her foundation be exempted from the licensing fees. She noted other larger humane groups were exempt through their kennel licenses.

Lois Newman spoke before the Board, regarding standardization of description of animals.

Jamie Pinn spoke before the Board, asking the Commission to put "Personal Property - Dogs & Cats" on a future agenda.

Joyce Pieper spoke before the Board regarding a bill in Sacramento, AB 1481, which she described as making it a criminal offense to steal or defraud someone of an animal taken to slaughter.

GENERAL MANAGER'S REPORT

Mr. Greenwalt gave the Board a legislative update on Department programs. The Coyote Report which had been approved by the Mayor on March 30, and had been returned to the City Clerk for transmittal to the City Attorney, was mistakenly filed in the Archives. The report is scheduled to go out tomorrow.

The Equine License Fee remains in the Governmental Efficiency Committee.

Mr. Greenwalt said the Pet Vaccination Services item was approved by the Mayor and returned to the Department for processing in April.

A Municipal Code Section Amendment 1.999, regarding adoption of animals by non-City residents, which may now be altered whether or not they are removed from the City, became effective on April 27.

The General Manager presented an RFP for License Canvassing to the Board for review and subsequent approval. He cited the moderate collection pace of Mid Valley and its small staffing. The General Manager wished to open the bidding to more groups interested in the licensing contract.

COMMENTS BY BOARD MEMBERS ON ITEMS NOT ON AGENDA

Commissioner Robins announced that the Spay and Neuter Workshop report has been rescheduled from May 15, 1995 to June 5, 1995.

President Barrett suggested that the Board devote more than one meeting for this topic. She also directed the Department to find a larger venue for the meeting, and to issue a special notice informing the public that the Spay and Neuter Report would be the sole item scheduled for discussion.

The meeting adjourned at 12:30 p.m.

6-7-95

ATTEST Sue Barrett

PRESIDENT

COMMISSION SECRETARY

c:5-1-95

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, May 15, 1995

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular Session on Monday, May 15, 1995 in Room 1200, 419 South Spring Street, Los Angeles, California 90013.

Members Present: Vice-President Avila and Commissioners Robins, Cook and Afriat.

Members Absent: President Barrett.

APPROVAL OF MINUTES: The Minutes of May 1, 1995 were unanimously approved.

UNFINISHED BUSINESS

Consideration of Department of Animal Regulation Budget

Jerry Greenwalt, Assistant General Manager, asked that this item be held over, as Gary Olsen, General Manager, was in the City Council this morning. He added that a committee report was being presented to the full council at the time of this meeting. One item will provide for an additional five Animal Control Officers (ACO), funded for six months of the fiscal year. These positions would be filled effective January 1, 1996. There will be a new ACO certification list at that time, as the current list expires in August 1995. The five additional ACO's were recommended in lieu of a more costly Sunday shelter operations program.

Consideration of Facilities - East Valley Shelter

The Assistant General Manager stated that drawings have been completed for East Valley renovations. Mr. Nashaf Eskander, Project Manager for the East Valley shelter stated that building permits were obtained and submitted to General Services on April 27, 1995. Mr. Eskander acknowledged the delay in construction, citing General Services priority tasks, including seismic retro-fitting projects.

Consideration of Chief Veterinarian Report

Dr. Dena Mangiamele, Chief Veterinarian, presented the Board with an outline of her shelter observations and proposed projects. She had completed a three-week inspection of each animal care and control center.

Dr. Mangiamele divided her inspection into several categories: Animal Care; Pharmaceuticals; Sanitation; Requests and Ideas for Improvement. She stated that from information received on those topics, categories were defined to develop a plan of action. These categories were 1) areas of immediate repair; 2) areas of long term repair; 3) equipment requests; 4) personnel matters; and 5) goals for all shelters.

Dr. Mangiamele praised the majority of the medical services staff for having an enthusiastic and professional demeanor. She added that they were knowledgeable on animal treatment and public interaction.

Dr. Mangiamele cited other goals, including Cal OHSA requirements such as Material Safety Data Sheets, and folders at each shelters describing all chemicals used at each shelters. The folders would also contain safety and emergency information. Shelter personnel would be tested on knowledge of this information annually. Additionally, emergency evacuation procedures should be established for people and animals.

Dr. Mangiamele said that all DEA licenses for each shelter are up to date, in her name. The Department will continue to order its pharmaceuticals.

Dr. Mangiamele expressed concern with airborne feline viruses in the shelter. She said she had been approached by one company to evaluate its air recirculation system. Contingent on Dr. Mangiamele's approval, two test systems are to be installed free of charge at East Valley. She later added that South Central's open-door ventilation, circulating fresh air, resulted in the least amount of ill animals. Commissioner Afriat requested that a list of shelter improvements be returned to the Board for approval.

Dr. Mangiamele also expressed interest in continued education fo shelter personnel and efforts to improve morale at the shelters She said some Animal Health Technicians (AHT) were interested i any available stress counseling programs.

Consideration of Volunteer Program

Nancy Moriarty, Sr. Animal Control Officer II presented the Boa with a calendar of volunteer training and events. She thanked Ju Levine, Volunteer Director, for her efforts in coordinating med coverage of some events. Lt. Moriarty cited the Open Houses a Mobile Pet Adoptions (MPA) as being significant in reduci euthanasia rates.

Future MPA sites being considered for larger dogs include Fashion Island and Northridge. Lt. Moriarty said that homes in these areas usually had more backyard space than other areas, such as Century City.

Lt. Moriarty said that the Department has not previously recruited volunteers through Public Service Announcements. However, a program on Channel 35 is currently being developed through the efforts of the Assistant General Manager. And this program will be a great tool for the Department in recruiting additional help.

Commissioner Robins asked if there were any planned volunteer orientations and training sessions scheduled for the near future. She cited several calls from citizens interested in volunteer work, who received no response. Ms. Moriarty responded that Mobile Pet Adoptions she scheduled each week were time consuming, resulting in delays in some processing work. She anticipated a monthly training program soon. Commissioner Robins recalled one volunteer who had been waiting several months for a response from the Department. She directed Ms. Moriarty to issue some letter of acknowledgement to these volunteer recruits. Commissioner Robins was fearful of losing these recruits due to slow responses.

Vice-President Avila asked what type of backlog existed in orienting volunteer recruits. Lt. Moriarty admitted approximately 30% to 35% of the applicants had not been contacted. Vice-President Avila suggested that she take some time to include new recruits before interest was lost.

Commissioner Afriat, referring to the volunteer calendar, noted the disproportionate number of volunteer activities in the San Fernando Valley and West Los Angeles. He also observed no activity in the core of Los Angeles. Lt. Moriarty said that a MPA was planned for Baldwin Hills, and MPA's were previously held in South Central Los Angeles. She added that these were not very well received. Additionally, she cited safety concerns from the volunteers, noting that many were from more affluent areas such as Pacific Palisades, Palos Verdes and Torrance. Also, the South Central community itself had never provided a consistent volunteer force. Lt. Moriarty said she believed South Central was most in need of educational programs, and less able to financially support animal adoptions than other target areas.

Commissioner Afriat hoped that a Public Information Officer would make a special effort to include South Central in Department programs. He added that he would not want to see an unofficial policy of writing off certain areas of the city through false assumptions or ignoring the community.

Commissioner Cook asked what criteria was used in determining which pets would be chosen for the MPA's. Lt. Moriarty said AHT's selected animals which 1) were healthy, 2) could handle the stress of the MPA's, and 3) were closest to being scheduled for euthanasia.

Consideration of the Spay and Neuter Clinic Request for Proposal

The Assistant General Manager said talks are continuing. A recommendation will be presented to the Board in two weeks, before the next Commission meeting. Commissioner Robins confirmed with Mr. Greenwalt that Dr. Mangiamele would oversee quality control provisions included in the contract.

Consideration of Update on Personal Property - Dogs & Cats

The Assistant General Manager stated this was the Municipal Code ordinance proposal 53:12.1, allowing the Department to process animals held longer than 30 days for incarcerated or ill persons. A copy of the proposed ordinance was returned to the City Attorney on February 17, 1995 and remains there. However the City Attorney has incorporated it with an amendment to another provision noted in 53:12.1. Efforts to split the proposals and have the Department's processed separately are continuing. Commissioner Afriat volunteered to petition the Chairman of Public Safety Committee this afternoon. Mr. Greenwalt expects the proposal to go before City Council before the next meeting.

Consideration of Presentation by MTA Films "Humane Patrol"

Mr. Greenwalt said he and Linda Gordon met with representatives of MTA films, regarding the Department's assistance in a proposed television series. The show would address problems of animal welfare, similar to other reality-based shows such as "Cops." Footage of Department personnel responding to calls would be used to develop a prototype for sale to a network.

Marshall Thompson, confirmed that MTA would assume all liability with its insurance policy.

Mr. Thompson added that the program would balance positive actions such as animal care, with uncovering animal abuses. Euthanasia would not be a potential air topic. Rather, the issues of Spay and Neutering would be more likely to be aired. Other potential focuses mentioned include illegal cock fighting.

Mr. Greenwalt asked that the Board approve Department involvement in this project, including a ride-along with the Animal Control Officers. Guidelines for the project will be established in the near future.

Commissioner Afriat made a motion that filming be approved, contingent on: 1) Insurance is verified clearing the City and Department; 2) Footage be used only as a prototype, and not for broadcast without further consideration and approval by the Board, and 3) Five edited copies and one raw footage copy be provided to the Department. Commissioner Robins seconded the motion.

Commissioner Cook expressed concern about manufactured events of animal abuse. Mr. Thompson assured the Commission that this would never happen, though he distinguished this from event re-enactments. Full cooperation with law enforcement organizations was also promised.

The motion to approve Department involvement in this project was passed unanimously.

NEW BUSINESS

Consideration of Support of AB 1481

Commissioner Robins made a motion to support AB 1481. Commissioner Afriat seconded the motion, with an amendment asking City Council to also support the bill. It was approved unanimously.

GENERAL MANAGER'S REPORT

Jerry Greenwalt added that changes to the Mayor's proposed budget by the ad hoc committee included a position unfreeze for all positions for the first six months of the fiscal year. Afterwards, it will be necessary for Departments to submit a financial status report as part of any unfreeze request. All vacant positions deemed appropriate may be filled July 1, 1995.

Last weekend the General Manager and Assistant General Manager attended a Strategic Planning Session for setting goals, sponsored by the Mayor's office. There will be a follow-up meeting in two weeks.

Comments By Board Members On Items Not On the Agenda

Commissioner Afriat restated his request to agendize questions on steel jaw traps in the City and County of Los Angeles. He also requested audio-tapes on the Spay and Neuter workshop.

The meeting adjourned at 12:00 noon.

6-7-95

ATTEST

PRESIDENT

COMMISSION SECRETARY

c:5.15.95

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Tuesday, January 3, 1995

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular Session on Tuesday, January 3, 1995 in Room 1200, 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Barrett, Vice-President Avila, and Commissioners Bercel and Robins.

UNFINISHED BUSINESS

Consideration of Department of Animal Regulation Budget
Gary Olsen, General Manager, introduced a package to the Commission, highlighting the following items:

The first item, was a request for relief from the Department attrition package of $332,000. Mr. Olsen considered this a reasonable request to preserve core ACO and ACT positions.

The second request concerned a Director of Information and Education. This individual keeps the media, Department, and humane organizations throughout the City up to date on a daily basis, and is responsible for submitting reports to the Commission and to the Mayor on a monthly basis.

The third package was for eight additional ACT's. The current number of ACT's could not fill each of the three shifts in all six shelters. This is a violation of mandated State laws, which require 24-hour supervision of the animals. President Barrett confirmed that there were currently 31 ACT's. Of those ACT's, four to five were off duty due to injury or illness. This may be due to fewer ACT's being asked to work longer hours and perform extra work. The General Manager confirmed that ACT's were working more hours than normal, and stretched thin.

The General Manager then mentioned requesting as-needed empl
as part of the Department's budget request, with no benefit
assist in the kennels.

There currently is one Veterinarian working in the Department.
General Manager hoped that the Department could hire an addit
Veterinarian, providing one for each side of Mulhullond Driv
the City of Los Angeles.

Request No. 6 concerned the reallocation of the Emerg
Preparedness Coordinator. There is currently a Sr. ACO I activ
this capacity. The Department of Animal Regulation is one o
departments responsible for an emergency response in times
disaster. President Barrett wanted to clarify and priorit
violation of State-mandated law having an ACT on premises, ab
violation of Emergency Preparedness policy. The General Mana
agreed, and noted that the Department was stressing its role as
public safety agency, as directed by the Mayor.

The General Manager noted that also in the request was restorati
of $85,000 in expense monies. President Barrett asked what t
account would be used for. Linda Gordon, Management Analyst I
stated printing and binding, contractual services for *collection* c
license fees. Also veterinary medical supplies, animal *feed*
travel, government meetings, uniforms, private veterinarian car
when no veterinarian is at a shelter. (President Barrett confirme
that this happens often). Also mentioned was administrative
expense from office supplies for copying machines, etc.

The General Manager stated that the Department computer system *had*
been declared obsolete by Mayor Riordan in a visit to the North
Central Shelter, and that the Mayor had asked the Department t
request funds for a system upgrade.

Regarding revenue enhancement, President Barrett cited the
difficulties in moving items through the City approval process
within six months. The General Manager stated that the increased
licensing fees proposal would go into effect on January 20, 1994.
President Barrett stated that if figures presented to her were
accurate, this would result in a 43% increase in revenue.

The General Manager added that he did not understand why the City
could not make money from a microchipping program. It appears that
if packaged correctly, with animal licensing fees, the Department
could begin to generate money by microchipping identification.

Vice-President Avila asked for clarification on the as-needed
employees. The General Manager said the Department is asking for
11,000 hours of as-needed service in two different classes,
restoring a program previously included in the Department's budget.

Consideration of Status Report on Volunteer Program

Nancy Moriarty spoke about the broad range of ages of the volunteers in the Volunteer program. The greatest area being drawn on by the Department is volunteers in their late twenties to thirties.

Ms. Moriarty announced that there were veterinarians and others with training expertise willing to volunteer their time in speaking or teaching seminars and classes.

Saturday, West L.A. will have an open house to promote the adoption of animals. A previous open house resulted in the adoption of 41 animals. Other open house dates will be scheduled for Jan. 15, at Century City; Jan. 22 at Topanga Plaza; and Jan. 29 at West Side Pavilion.

There will be a meeting between Jane Bronson, VSA and East Valley regarding a reunion, and joining of forces.

Information is being prepared for distribution in the public schools, including a coloring book, and other literature.

The General Manager added that Councilwoman Ruth Galanter issued a press release for the Department regarding pet gift certificates. Also, volunteer Judy Cairns issued a press release on the gift certificates. The General Manager emphasized the added advantage the Department would have with a full-time Director of Information and Education to handle these duties.

Consideration of Complaint Process

Jerry Greenwalt, Assistant General Manager, discussed modifications in the Complaint Information Sheet and Letter. The letter will inform a complainant whether an issue has been sustained, not sustained, or not resolved and/or whether an employee has been exonerated. President Barrett reminded Mr. Greenwalt that the Commission had instructed the Department to expand its instructions on the form as to further options or steps a complainant could take. The Department agreed to have final modifications completed by the end of the week.

President Barrett asked about how the public would become aware of the document. Mr. Greenwalt stated a sign would be in place in each of the shelters, where forms will be distributed.

Consideration of Pet Vaccination Request for Proposal (RFP)

The Board had no questions on the RFP, but agreed to submit this in its current form. Commissioner Robins motioned that the RFP be sent to the Mayor's Office. Vice President Avila seconded.

Mr. Greenwalt explained the steps in this process: A letter to the Mayor would request that the RFP be considered, and be sent to the CAO for recommendation of approval then back to the Mayor. The Mayor instructs the General Manager to prepare packages for the RFP, advertise, with a date certain for submittal. A bidders conference is scheduled to answer questions. Afterwards, bids are evaluated, and one is chosen to be awarded the contract. Then the Mayor reviews the winning contractor, or may send the package to the CAO for review.

The evaluation committee process, including the review and oral presentation, was outlined by Mr. Greenwalt, who also referred to it on a page of the RFP package which the Board members had not received. The item was held to be discussed later in the meeting.

Consideration of Microchip Pet Identification Program

Meyer Levine, Sr. Management Analyst, cited the revenue-earning potential of a microchipping program. In April 1991, the Department submitted a request to Mayor Bradley outlining such a program. The means for funding it cited in the report were an increase of redemption fees. In 1991, the program had been recommended by the CAO and endorsed by the President of the SCVMA. All adopted pets were to be implanted, and all owners would be encouraged to implant on redemption of their animals. A microchip identification number would be entered in the Animal Management Information System (AMIS) using bar code technology. All impounded dogs and cats would be scanned in the field and at Animal Care and Control Centers.

This was approved by the Public Safety Committee, then sent to City Council where it was approved with two amendments: a) offering the service at City facilities at City cost, and b) waiving fees for seniors and severe hardship cases. However, in budget deliberations for 1992-93, and before the program was started, th $183,500 requested to implement the program was eliminated from t budget.

Mr. Levine cited the benefits and efficiency in implementing t system. Former problems of some company scanners and chips be incompatible with others have been solved by newer units which r most microchips. Also some companies have offered donations chips and equipment to get the program started. An update of RFP with no reference to cost is being prepared for the Boa consideration.

Wayne Culberth, president of InfoPet Identification System, the s before the board. He said his company had worked with the since 1989. He made a proposal to the Board to consider company for the implementation of the microchipping program.

He cited recent efforts to make companies compatible in reading of microchip data. He also praised the Department for its persistence in developing a microchipping program.

Mr. Culberth claimed his company implanted 2,000 chips per month in San Diego county, one of InfoPet's most successful program sites.

President Robins asked if the Department has consulted with other agencies regarding this issue. The General Manager said that the Department had discussed this with most of the agencies in the area. Ventura County had proceeded with InfoPet, and Los Angeles County had proceeded with two companies. The General Manager had expressed interest in this program once chips became universal.

Mr. Culberth stated that a universal scanner will be developed in the future, but there is currently a legal standoff between some competing companies, standing in the way of a universal scanner. Commissioner Robins asked about the chances of working within a network of counties using compatible scanners or scanners from the same company. Mr. Culberth stated that chances were good, and that InfoPet scanners were in operation in areas surrounding the City of Los Angeles.

Commissioner Bercel asked about costs. Mr. Culberth cited a typical Veterinarian might charge between $15 and $25. In addition there would be a charge to be included on a national data base. Commissioner Bercel stated that this might be unfair to lower income citizens. Also she felt there was more security in a tag on the animal. Mr. Culberth cited his own figures of 90% of pet owners having a regular veterinarian, and paying veterinary fees on an annual basis.

Commissioner Robins made a motion to accept and review the RFP, and return with the issue at the next meeting. Vice-President Avila seconded the motion.

The Board recessed at 11:15 a.m.

The Board reconvened at 11:30 a.m.

Mr. Greenwalt reviewed the evaluation criteria for the Pet Vaccination Request for Proposal with the Board. President Barrett made suggestions for weighing each of the criteria. She also wanted to consider the public's needs, and consider a company able to provide services to as large a sector of the public as possible, including services above the mandate. President Barrett called for more emphasis on scheduling and frequency of service; prices; revenue to City; and other services above the minimum. Vice-President Avila suggested taking out the criteria of #1 Compliance, and #10 Presentation, stating that these were automatic, if a company wished to be considered for an RFP.

Commissioner Robins made a motion to alter the RFP with the removal of items 1 and 10. Vice-President Avila seconded. It was approved.

Vice-President Avila confirmed that from now on, the item would only return to the Department to provide information to the Evaluation Committee. He also requested more information on how the Evaluation Committee worked. President Barrett wanted the General Manager to make sure the Department kept some control over the make up of the Committee.

Vice-President Avila made a motion that a Commissioner be involved in the Evaluation Committee, and that the entire Evaluation Committee list be brought before the Board for approval. Commissioner Robins seconded. It was approved.

Lois Newman spoke before the Board, addressing the issue of the make up of the Evaluation Committee.

Commissioner Robins reintroduced the motion to proceed with the RFP (with the removal of items 1 and 10). Vice-President Avila seconded. It was approved.

Consideration of Status Report on Reserve Animal Control Officer (RACO) Program

Nancy Moriarty gave the Board a brief history of the RACO program, starting in 1982. The RACO's have contributed thousands of hours to field enforcement and special projects.

Ms. Moriarty cited constant change in RACO co-ordinators as the reason for the decline of service hours being performed by RACO's. Most have not complied with the 18-hours minimum requirement per month. Currently there is no Training Officer Program to draw a new reserve class.

The RACO Coordinator position has been expanded to encompass Volunteer Coordinator. This has divided Ms. Moriarty's time in updating the RACO program. In addition, there has been a grea deal of attrition. RACO's have not been able to join th Department as regular officers, due to budget restraints, and ha become discouraged.

There is a review and revision of the Department Manual for t Reserve Program.

Reservist Alex Kay spoke before the Board, stating his recommitm to the RACO program.

Lois Newman spoke before the Board, praising the RACO program. encouraged extending an invitation to participants in the program over the last 10 years to rejoin the program.

Public Comments

Alan Nadall spoke before the Board, praising AVID Company and its microchipping company. Their scanners read three of the four chips on the market, the forth being InfoPet.

Joyce Pieper spoke before the Board, asking about a humane education program to be introduced in the public school system from grades K through 12.

Lois Newman spoke before the Board, stating that the education program was approved by the Board of Education, and delivered to the school. But the information was never used. She also complained about an unauthorized newspaper ad written on behalf of the Department by volunteers at Harbor Shelter.

COMMENTS BY BOARD MEMBERS NOT ON AGENDA

Commissioner Bercel understood that teachers first had to purchase the humane education program mentioned by Ms. Newman in Public Comments, but there was no additional funding for such a program. Also, there were several books, not just one, in this program.

Commissioner Robins said she knew of a few teachers using the material, but that it was up to individual teachers. Books were being upgraded and the material is better than ever.

Commissioner Robins mentioned a form in a DWP bill, soliciting funds for the Library Foundation. She asked if this could be an option for any non-profit volunteer division of the Department.

GENERAL MANAGER'S COMMENTS

The General Manager referred to General Manager's directive #6, ordering daily inspections of the shelter facilities. He wanted to upgrade the sanitation standards in the facilities with daily inspections and weekly reports by the Chief Veterinarian to the General Manager. This action has been taken as a result of a complaint at one of the shelters. In addition, disciplinary action has been taken against three individuals.

Mr. Olsen distributed the fiscal year period reports, with sections highlighted of interest to the Board. There was also a page summary of all humane, permit, and field investigations. President Barrett requested that the reports of analysis of trends be delivered to the Commission on a monthly basis. The General Manager stated that the Board should receive material even more frequently than this schedule, from the Director of Information every two weeks, plus the Mayor's reports.

Mr. Olsen announced approval of a new increased Departmental Fees Schedule, submitted to the CAO in September 1993. This was returned by the CAO June 1994.

Mr. Olsen discussed the Department's request for a managemen audit. A letter was written to Deputy Mayor Violante requestin the audit.

Actors & Others have discussed a celebrity auction to enhanc donations, in which the Department might participate.

The meeting adjourned at 12:25 a.m.

1-4-95

ATTEST

PRESIDENT

COMMISSION SECRETARY

c:1.3.95

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, February 6, 1995

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular Session on Monday, February 6, 1995 in Room 1200, 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Barrett, Vice-President Avila and Commissioner Robins.

APPROVAL OF MINUTES: Commissioner Robins made a motion that the Minutes of December 19, 1994 be returned for clarification. Vice-President Avila seconded. The motion passed unanimously.

UNFINISHED BUSINESS

The General Manager presented service pins to Mary Delgado, Animal Care Technician (20 years); Cynthia Hatch, Sr. Clerk Typist (15 years); and Lee Nelson, Clerk Typist (15 years).

Commissioner Robins announced that Angels for Animals has offered its treasurer to act as a head fund raiser for the Department's developing Volunteer Program. Funds collected will be kept in a separate line item account.

Consideration of the Department of Animal Regulation Budget

Gary Olsen, General Manager stated that on January 6, 1995, the Department responded to Deputy Mayor Keeley's request for a proposed budget reducing its expenses by $1.1 million. This involved attrition of 10 employees (currently vacant positions); 2 Animal Care Technicians; 6 Animal Control Officers; 1 Sr. Clerk Typist; and 1 Accountant I. Not included were the recently vacated Sr. Management Analyst II (retirement), and Chief Veterinarian (with the passing of Dr. Phipps) positions.

President Barrett called the loss of Dr. Phipps a crisis. Because of this occurrence, the General Manager spoke to the CAO, Michael Keeley, Chief of Staff, and the Deputy Mayor Violante, requesting assistance in filling the position. In the mean time, Dr. Blue is the only Veterinarian on staff for 6 shelters. However, there is a Chief Veterinarian list which expires on March 25, 1995. Bernie Leichter, Personnel Analyst II has been working on this project.

Mr. Leichter indicated that the exam for the position of Chief Veterinarian was given two years ago. The list, which normally lasts two years, expires in March 1995. By that time, the request for unfreeze would have to be approved by the CAO. From there it would pass through the Council Committees (Budget and Finance, Personnel) ultimately to be approved by full Council. Once approved, the Department can certify the list. The Department does not have to have the position filled, but the Certification Request must be made by this date. If not, the list expires, and another exam would have to be requested. Another option Mr. Leichter suggested would be to ask for an emergency appointment. Mr. Olsen asked if there could be an extension period for the current list. Mr. Leichter stated that the exam was open/promotional, and that an open list could be extended. But he was unsure if a promotional one could, and he would check into this.

Vice-President Avila suggested that the Department speak to the heads of each Council committee. He outlined a strategy to have the item passed within three days. The General Manager stated that 10 names were on the list. Mr. Leichter stated the Department would chose from the top six candidates or top two whole scores. Mr. Leichter was instructed to provide this item to Vice-President Avila in "motion language."

The Mayor's office requested an additional 10% budget reduction, which would require serious reductions in service. One option would be both closing South Central and East Valley Animal Care and Control Centers. The Department suggested closing South Central temporarily, but this was not considered acceptable. The Mayor's office will contact the Department today regarding this issue. The Mayor has also requested that the Department enter a lay off mode, up to 27 positions, partly in Accounting, Systems, some Clerk Typists, and 1 District Supervisor. A Director of Field Operations would replace the 5 formerly authorized District Supervisor positions. The General Manager reminded the Board that there are three divisions: Veterinary (minus Chief Veterinarian); Administrative Services (minus Sr. Management Analyst II); and Field Operations (vacant). All three Department divisions have no division heads.

President Barrett said reductions would bring the direct budget to $5.6 million, from $6.444 million last year. There have been 30% reductions over the last two budgets. The Mayor's staff indicated that it had not wanted to allow the unfreeze of 5 ACO's and 1 ACTS, but it will not fight the unfreeze request. However, the Department was asked to inform Personnel Committee that this may reduce its options in avoiding lay offs in non-essential positions.

President Barrett said the Mayor has requested a list of revenue measures. Some may have administrative or political hurdles.

Consideration of the Complaint Process
Mr. Leichter presented an updated Complaint Form, detailing steps complainants could take if not satisfied with Department response. Commissioner Robins made a motion to utilize this form after a minor modification. Vice-President Avila seconded this. It was approved. President Barrett requested that the Board be given a quarterly update on the Complaint process.

Consideration of Spay and Neuter Ordinance
President Barrett called on the audience members to voice their opinions on the proposed ordinance.

Lois Newman spoke before the Board, regarding the San Francisco SPCA, and its efforts to fight pet overpopulation. Information in this and other cities' spay ordinances would be beneficial to the Department.

Joyce Pieper spoke before the Board, regarding the process of passing the ordinance, as well as contents of the ordinance. She volunteered her services for the effort.

Sharon Gregg spoke before the Board, regarding a workshop to clarify the components of the ordinance to interested humane organizations.

Commissioner Robins liked the idea of a workshop where humane groups could join forces in this effort. She suggested that before a public hearing is held, a process must be developed to gather public support, and to focus organizational efforts. Commissioner Robins made a motion that staff meet with members of the humane community about a workshop. Vice-President Avila seconded the motion. It was approved unanimously. The General Manager stated that if the Commission chose to move spay and neuter recommendations forward, the process would be to send an ordinance proposal to the Mayor, then to the CAO (for analysis), then to the Council Committees, and then to full Council.

The Board recessed at 11:05 a.m.

The Board reconvened at 11:09 a.m.

Consideration of Microchip Request for Proposal
Wayne Cuthbreth, of InfoPet, spoke before the Board, providing suggestions for the Department's RFP. He also spoke about the move towards standardization in microchipping technology. He discussed the benefits of InfoPet in servicing the Department's needs regarding chips and scanners or readers.

Laura McVey, of Identichip, spoke before the Board, endorsing Identichip. She asked the Department to consider the past performance of InfoPet, and cited the convenience of the hand-held scanners.

Jack Edwards, of AVID Microchipping, spoke before the Board regarding the benefits of his company's microchipping services. He mentioned the success of his company in the Sacramento County area, and encouraged the Department regarding committing to AVID. President Barrett asked about the scanning distance. Mr. Edwards said 4 inches, or as close as possible to avoid error. Vice-President Avila confirmed that the positioning of the scanner would be uniform, in the neck of the animal. Mr. Edwards also stated that of the chips on the market, the only one AVID could not scan was the InfoPet chip.

Lindy Harton, of InfoPet, spoke before the Board, endorsing microchipping. She cited increased recovery rates in Ventura County due to microchipping.

Lois Newman requested that the Board ask all research facilities to purchase scanning equipment to read all animals entering their facilities for test purposes.

Sharon Gregg spoke before the Board, regarding development of a universal scanner.

Marge Levine, of Identichip, explained Identichip provides a tracking system, mostly of purebred dogs. She endorsed AVID as the most preferred scanner, with the best technology on the market.

Vice-President Avila asked the staff to address issues raised at this meeting, and to make a recommendation as to which should be included in the RFP. President Barrett asked that this be completed by the first Commission meeting in March (March 6, 1995). She also requested that Commissioners review the RFP and supplemental material, and submit comments to staff before the March meeting.

Consideration of Spay Day, USA

Nancy Moriarty stated that the Doris Day Animal League declared February 28, 1995 Spay Day, USA, encouraging animal alteration throughout the country. It hopes to equal the publicity of the Great American Smokeout. The General Manager has authorized a press release designating February as Los Angeles' "Spay L.A." month.

Ms. Moriarty said three Mobile Pet Adoption (MPA) are scheduled fo the month at Century City, Discount Pet and Topanga Plaza, wher Spay and Neuter vouchers will be provided. Yesterday's MP resulted in the adoption of 38 dogs and 13 cats. Judy Cairns i working to secure television or radio spots to promote Spay Da L.A. Also a door-to-door canvassing effort is planned.

Ms. Moriarty played a song promoting Spay and Neutering, calle "Give a Pet a Break."

Lois Newman spoke before the Board, regarding the South Central area's relatively high euthanasia statistics. She announced through her organization, there will be discounts for alteration of adopted animals in the South Central area on February 27, 28, 1995. She anticipates alteration of 270 cats and 126 dogs.

Joyce Pieper spoke before the Board, regarding reaching low income communities. She developed a flyer to be distributed in these areas of the city, mostly in markets.

Consideration of Working Relationship Criteria - State Humane Authority

President Barrett stated that a couple of organizations the Department had worked with in the past have received a lot of controversial press lately. This brought up questions of criteria of working relationships. In the past, the Department had not discriminated very carefully in its alliances with humane groups. She wanted to consider what steps to take in regards to Mercy Crusade, and the State Humane Officer issue.

The General Manager said he sent a letter to Mercy Crusade, asking them to return all vouchers. The Department would be willing to listen to their representatives and discuss issues pending the conclusion of all investigations. The Department has received no response as of this date.

Regarding the State Humane Officers issue, the General Manager indicated he spoke with the California Directors Association. There was discussion of legislation for accountability and the revoking of licenses. More meetings are scheduled. President Barrett said the Commission had neither the capability nor time and energy to sponsor legislation through the City process. But she would like to offer support to legislation.

Lois Newman said the State Humane Officers are writing a legislation proposal, asking for oversight capability, involving the Department of Justice.

PUBLIC COMMENTS

Lois Newman spoke before the Board, regarding pet shop guidelines and compliance with the Health and Safety Codes. She agreed to provide the Department with copies of an SPCA pamphlet on these issues.

Wayne Mitchem spoke before the Board, regarding an unfair transfer, and the increase in fees for rabbits to $15.

GENERAL MANAGER'S REPORT

The General Manager introduced Jerry Greenwalt, Assistant General Manager to update the Commission on various Department projects requiring Council and/or Mayor approval. Among these: The Coyote Report and Unfreeze Request have moved on to the Personnel Committee, after being approved by Finance Committee on January 17, 1995. It is tentatively scheduled for Council on February 15, 1995. President Barrett confirmed that this includes the unfreeze of 5 Animal Control Officers and 1 Animal Care Technician Supervisor. This does not include the position of Public Information Officer, which means the public education portion of the policy could not be implemented.

Also, the Guide Dog RFP should be in the Public Safety Committee on January 27, 1995. Equine License Fees reached the Government Efficiency Committee, and was postponed. Bids were due in for the Dog and Cat Spay and Neuter RFP on January 17, 1995. Only one bid was received. The General Manager said that the bid was very thorough, but still in review.

The General Manager said Mountain Lion sightings continue. President Barrett confirmed that this was a Fish and Game Department issue. Fish and Game has responded twice out of the last four calls. President Barrett said she did not want to put the Department's scarce resources to doing the job of another agency. Fish and Game either runs the animal into the hillside, kills it, or captures for later disposal.

The General Manager submitted a Monthly Activity Report to the Board, highlighting his activities for the month of January 1995, including his efforts to update the Harbor facility; contacts with volunteer efforts at the West Valley facility, paint jobs at West Los Angeles; discussion of Emergency Call-Up procedures and back up for ACO's, meetings with various humane groups.

Commissioner Robins made a motion that the Board adjourn in memory of Dr. Phipps. President Barrett seconded. It was approved unanimously.

The Board adjourned at 12:20 p.m.

5-1-95

ATTEST

PRESIDENT

COMMISSION SECRETARY
c:2.6.95

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Tuesday, February 21, 1995

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular Session on Tuesday, February 21, 1995 in Room 1200, 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Barrett, Vice-President Avila, Commissioners Robins and Afriat.

APPROVAL OF MINUTES: Commissioner Robins had a question regarding the Minutes of December 19, 1994 and January 3, 1995, and asked to return to this item later in the meeting.

The General Manager announced that through the efforts of the Councilwoman Ruth Galanter and humane volunteer groups, the City Council has declared February 27 & 28, 1995 Spay Day in L.A. In support, the Department will continue its voucher distribution to local organizations, worth $20 for the neutering of cats and dogs in Los Angeles. The General Manager announced the Department will receive a resolution and all humane organizations will receive a certificate from the Council. President Barrett confirmed that Mercy Crusade was omitted from the list of participating organizations. The General Manager added that all Mercy Crusade vouchers were recently returned to East Valley Animal Care and Control.

Judy Cairns spoke before the Board, thanking the Department for its support with Spay Day in L.A. She announced a "focus point" to generate media coverage next Tuesday February 28, from 7:00 a.m. to 9:00 a.m., possibly at North Central.

Commissioner Robins moved for approval of the December 19, 1994 minutes. Vice-President Avila seconded. The motion passed unanimously. Vice-President Avila moved that the January 3, 1995 minutes be passed pending clarification of members present. Commissioner Robins seconded. The motion passed unanimously.

UNFINISHED BUSINESS

Consideration of the Department of Animal Regulation Budget

The General Manager prefaced his remarks by introducing a Council agenda containing several large funding requests being considered for approval in another City department. He contrasted this with the difficulty in obtaining funding for Animal Regulation programs.

The General Manager thanked Vice-President Avila for his help in guiding a request for Chief Veterinarian through the City Council. An existing list of Cheif Veterinarian candidates will expire March 25, 1995. Bernie Leichter, Personnel Officer is currently determining which candidates are interested in the position.

Mr. Leichter said the Chief Veterinarian list was both promotional and open. President Barrett wanted clarification on how the Department would both act quickly while assuring the capability of a new Chief Veterinarian. Mr. Leichter said that if the General Manager determined that no candidates were suitable, the list would expire. At that time another examination would be requested. In the interim, an emergency appointment may be requested. The General Manager explained that for hiring purposes resumes are reviewed, and candidates are interviewed by the Department. Mr. Leichter said that, in the case of an emergency request, after the expiration of the list, the Department may request that the Civil Service change the Chief Veterinary position to exempt, and allow the Department to make the appointment. The General Manager emphasized the urgency in filling this position, in that medicine is ordered for the Department through the Chief Veterinarian's license. Commissioner Afriat asked about options in the absence of the Chief Veterinarian. The General Manager said that the Department may call upon a licensed volunteer veterinarian.

The General Manager said that there are no Division Heads for the Field Operations Division, the Veterinary Division, and Administrative Division. The CAO has suggested that if the District Supervisor position is eliminated, the Department may fill a Director of Field Operations. Mr. Olsen said the shelters will basically be run by Sr. Animal Control Officers II.

Mr. Olsen stated that a Director of Information is ranked second in importance in the Budget Request. This position will handle the media and education; and will disseminate information on the developing Coyote program. He/she is responsible for the General Manager's monthly reports, as well as ensuring that prominent cases gain attention from the media and public. President Barrett confirmed that with the implementation of the Coyote Program, the Department will be responsible for both the trapping and educational portions of the program.

President Barrett expressed concern that the Department currently has no capability to handle the educational side of the program at this time. Mr. Olsen mentioned that he will meet with Councilwoman Goldberg at 3:00 tomorrow regarding the unfreeze of 5 Animal Control Officers and 1 Animal Care Technician Supervisor for the program.

Mr. Leichter was called upon by the General Manager to explain to the Board the duties of the Personnel section of the Department. Mr. Leichter confirmed that among his duties were interviewing and hiring, disciplinary cases, and grievances. Mr. Leichter also added that an audit of his position determined that the position rated at the Sr. Personnel Analyst level. Mr. Olsen said he inquired about Mr. Leichter's position being upgraded to this level. The CAO had indicated its support of such a move, pending approval by Mayor Riordan. Mr. Olsen cited the importance of Mr. Leichter remaining in the Department to handle its urgent personnel matters.

Mr. Olsen recalled 50 reservists in the Reserve Animal Control Officer program at one time, adding 100,000 trained volunteer hours to the Department. The number of RACO's, which augment Department staff in the field and kennels has dwindled to 13. Currently there is no RACO coordinator. He has had discussions with a humane organization interested in funding this position.

Mr. Olsen announced the Department was considering the closure of East Valley and South Central Animal Care and Control Centers. He cited three ACT's for West Valley as being inadequate to handle 17,000 animals passing through the shelter annually. East Valley, which Mr. Olsen cited as the busiest in the United States, has 6 ACT's, two of which are permanently incapacitated. East Valley reconstruction has stalled, leaving the area in need of improvement. North Central has no kennel supervision, other than one Animal Care Technician. Mr. Olsen called South Central a dangerous facility. General Services gave no indication of when temporary modulars for South Central will arrive, nor did it give a time frame for leveling the old facility and building the new one. The Harbor back lot, including medical room, dangerous animal observation room, and cat room, was declared inadequate by General Services. Mr. Olsen praised the team effort of the West Los Angeles shelter.

Mr. Olsen said there are 52 Animal Control Officer positions authorized, with 41 of those filled. From this number, only 37 are working. Still this does not count 20% down due to various injury/illness, etc. Mr. Olsen also cited 31 Animal Care Technician positions. Of those, only 26 are currently working. Eight additional positions were requested, the minimum to provide 24-hour care of animals in the six shelters. The Department is currently seeking relief from the attrition, by filling approved positions.

Commissioner Afriat requested a budget breakdown for all six shelters, and a breakdown of areas served by each shelter. He wanted to determine the relationship between staffing and volume of business for each shelter. He also reintroduced the idea of contracting with other agencies to save expenses and increase efficiency.

Jerry Greenwalt, Assistant General Manager, confirmed that the Department wished to preserve the ten positions most recently vacated, which the Mayor's Office asked the Department to analyze. Also the Department wished to add 8 ACT positions and 24,000 part time ACT hours. In addition, the Department requested a Director of Public Information, and a Sr. ACO I be allocated to the Emergency Preparedness Coordinator. An increase in expense money was requested.

The CAO has informed the Department that positions will be lost through attrition. Twelve filled positions within the administrative staff will be deleted in the budget to meet the Mayor's goals. The remainder of the budget involved upgrading the computer system in the Department.

Linda Gordon, Management Analyst II, distributed a handout to the Board outlining the Department's budgetary options, including closure of two shelters, and a proposed lay-off package. Vice-President Avila urged the Department to emphasize that the Mayor's office would be in violation of state law requiring 24-hour supervision of animals by eliminating a graveyard shifts. Mr. Olsen suggested that the Department with two Board members go before the Mayor for discussion on February 27.

President Barrett instructed the Department to bulletize the points of their written budget response for emphasis. She also requested a table of which Council districts are served by each shelter, and requested that Commissioner Afriat accompany Mr. Olsen to tomorrow's meeting with Councilwoman Goldberg.

Consideration of the Spay and Neuter Program

The General Manager mentioned that many of the Board's questions on the 1995-96 fiscal budget information might be answered in a 3-page document sent to Michael Keeley. This report was provided to the Board.

There is a preliminary outline for a Breeder's Workshop, where issues will be identified, humane organizations, and the SCVMA will join forces. Two day-long workshops are scheduled for April 17 & 18, 1995 at 6th & Spring Street.

President Barrett called for a very general educational foundation to be laid to ensure participants became knowledgeable on Breeders issues, and could give an ordinance proposal their full support. Joyce Pieper also emphasized the need of building a coalition through the workshops.

Mr. Olsen directed Derrick Hill, Acting Commission Secretary, to assist the committee by recording of the workshops, and writing notes on its progress.

Consideration of Pet Vaccination Clinic RFP's

President Barrett said a Pet Vaccination Clinic RFP had been sent back to the Department for minor changes. This revised RFP was now before the Board for final review and approval.

Commissioner Robins made a motion that the RFP be approved. Commissioner Afriat seconded the motion. It passed unanimously.

Commissioner Afriat asked that all RFP's be circulated to the Board in the future.

Consideration of the Lost and Found RFP

Michael Burns, District Supervisor, stated Public Safety Committee approved the Lost and Found last week. The Council approved the RFP today without discussion.

Mr. Burns explained to Board members Avila and Afriat, that the Department sought a convenient tracking system for lost animals in the City of Los Angeles, reducing the numbers of owned animals entering the actual shelters, and/or time held in shelters. An 800 number would be established for anyone finding a pet to report the animal. A 900-number would be established to assist a pet owner seeking a lost pet reported to the system. Also shelter pets could be entered into the system by shelter personnel. This would also provide a listing of animal owners in the City, helping the Department's licensing effort. Mr. Burns estimated the value of such a listing as being worth up to $1 million, if sold to a major pet food or manufacturing company. This line would be more cost effective to the pet loser than the traditional methods of placing ads in a newspaper. He estimated $10 per call to a pet loser.

Mr. Burns emphasized making the public aware of this program through commercials, possibly on Channel 35, and through celebrity endorsement.

Consideration of Department Reports to the Commission

President Barrett asked the Department to prepare a list of types of reports it prepares. She also directed the Commission to decide what information it would like to receive on a regular ongoing basis. Mr. Olsen suggested the Board begin with the Monthly Period Report, to make this task less complicated.

PUBLIC COMMENTS

Judy Cairns spoke before the Board, praising Lt. Nancy Kaump, formerly of the Harbor shelter. She also wished to thank Meyer Levine and Nancy Kaump for addressing the Banning Park Senior Citizen Group.

Nathan Hirsch spoke before the Board, offering the services of a veterinarian to help the Department purchase medicine; and mentioned the profit-run Dade County, Florida shelter.

GENERAL MANAGER'S REPORT

Mr. Olsen displayed a placard to be distributed to 150 private veterinarians, promoting the veterinary dog licensing program. Veterinarians will receive $2 for each license purchased. Mrs. Gordon mentioned that a similar program was being developed for pet shops.

Mr. Olsen promised a list of all revenue-generating programs by the March 6 meeting. The Department is currently reviewing the Fee Structure. This will be presented to the Board for discussion at the March 20 meeting.

Mr. Greenwalt mentioned that the Equine Fees Report is currently on the Government Efficiency Committee agenda for March 1. It should come before the Council on March 15. President Barrett informed new Board members Avila and Afriat that the Department oversees horse licensing, and revenue generated by these licenses goes directly to Recreation and Parks. The Department does not even recover its operational costs. Mr. Greenwalt said that Recreation and Parks agreed that Animal Regulation should be reimbursed. The new fee recommended is $20. Six additional dollars will reduce or eliminate operational costs. Fourteen dollars will go to a special fund for maintenance of horse trails.

Mr. Olsen read a letter clarifying InfoPet's misreporting of its contract territory, which confused the City and County of Los Angeles. Mr. Wayne Cuthbreth of InfoPet promised a letter of clarification.

Mr. Greenwalt reported progress on several items, including the non-City adoptive animals Municipal Code Section 5.199. A draft ordinance from the City Attorney was received on February 17, and returned to that office after review. President Barrett explained to new Board members Avila and Afriat that the ordinance allowed funds for spaying and neutering of animals adopted by non-City residents. Also established is a time frame for putting animals with unresolved ownership up for adoption. The Coyote Policy and Unfreeze Request with six positions will be on the Personnel Committee on March 1. Language in the Municipal Code will be changed for guide dogs, reading "guide dogs" as opposed to "seeing eye dogs" being allowed on beaches. Mr. Greenwalt expects the pot bellied pig report from the CAO soon.

COMMENTS BY BOARD MEMBERS ON ITEMS NOT ON AGENDA

Commissioner Robins announced a press conference unveiling a billboard promoting animal awareness. A drawing designed by a grade school student is displayed on the billboard.

Commissioner Robins asked about Coyote trapping in the Los Angeles Zoo. Mr. Olsen said the Department was in touch with the zoo, which was losing animals to coyote attack. President Barrett confirmed that leg-hold traps would not be used.

The Board adjourned at 12:15 a.m.

5-1-95

ATTEST

PRESIDENT

COMMISSION SECRETARY

c:2.21.95

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, April 4, 1994

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Monday, April 4, 1994 in Room 1200, 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Robins and Commissioners Barrett, Bercel, and Stein.

Members Absent: Commissioner Exe.

APPROVAL OF MINUTES: The Minutes of March 7, 1994 were unanimously approved. (Commissioner Exe was absent.)

President Robins introduced Suzanne Lewis, Media Representative. She stated that Suzanne Lewis comes highly qualified. She is an advance person for the Clinton-Gore Team in Los Angeles. She was Press Representative for Councilwoman Joy Picus' re-election, worked as Press Representative for the Volunteerism Project, and is a member of the Mayor's Task Force on Earthquake Relief. We are really pleased because as you all know the City is having major problems and we are going right along with the Mayor's Office and getting top notch volunteers to work with us. President Robins advised that if anyone from the news media has any questions or problems, to please contact Suzanne Lewis.

Commissioner Stein thanked Suzanne Lewis for helping the Department and stated it is very much appreciated.

UNFINISHED BUSINESS

Consideration of Department of Animal Regulation Budget

The General Manager stated as of this date, he had not received information from the Mayor regarding the Department's budget.

President Robins advised that a letter was sent to the City Administrative Officer requesting a position of Commission Executive Assistant II to act as Secretary and staff person to the Commission. She stated some Council Offices have been contacted regarding this request.

Commissioner Barrett inquired about the Spay and Neuter Voucher Program. The General Manager indicated the vouchers are at the Print Shop, and the Department will make contact today to learn the status of the Department's request. Gary Olsen indicated that once the Department receives the vouchers, the Department will review them and see where they are going.

The Board requested a large order of the pamphlets on "Co-Existing with the Coyote" be ordered from the Print Shop.

Consideration of Sources of Revenue - Sargeants Biologicals - Educational Studies

Dr. Phipps indicated that about a month ago Mr. Sargeant came before the Commission regarding his proposal. Commissioner Barrett asked Mr. Sargeant what sort of monthly or annual income the Department would receive from Sargeant's Wholesale Biologicals. Mr. Sargeant stated that for approximately 20,000 specimens, the Department could expect approximately $50,000 in revenue per year. Commissioner Barrett inquired as to how often Sargeant's would come to the Department. Mr. Sargeant indicated at least once a day, *and* once it is looked at, possibly twice a day. President Robins *asked* Mr. Sargeant from where they come from to the facilities in Los Angeles. Mr. Sargeant indicated they have a facility in Bakersfield. They have hired a local driver, and if things develop very nicely and other circumstances evolve, they may put a facility in Los Angeles in the future.

Commissioner Barrett asked the General Manager if the Department can designate these funds for something like spaying and neutering of feral cats, if it is decided to proceed with the proposal. The General Manager stated he didn't know how that could be done, but the question has already been presented to the City Attorney.

Gary Olsen asked Michael Sargeant if the animals go back for educational purposes in Los Angeles, or back to Bakersfield. Michael Sargeant stated that all of their specimens are sold to retailers for further packaging and processing. These retailers are primarily in New York, Wisconsin, or Tennessee. The specimens could be sent to New York and then possibly be sold back locally. He stated he didn't think that was very likely.

The General Manager stated that it would be necessary to write the nuts and bolts of the proposal and obtain approval of the City Attorney. President Robins stated that the Budget Committee should also be involved in this process.

Commissioner Barrett stated one of the statements in Mr. Sargeant's proposal is the statement that supplying animals who have already been euthanized does assist in mitigating the numbers of animals that are specifically bred for these kinds of purposes. Commissioner Barrett stated she totally concurs with that statement. She stated she is very sensitive to the fate of all the animals that come before us. She carries a donor card with her driver's license, and she views this proposal as a very similar kind of activity.

Commissioner Barrett made the following Motion which was seconded by Commissioner Bercel: "That the Department be instructed to proceed with the negotiations, and come back to the Board after negotiations." (Unanimous approval; Commissioner Exe was absent.)

Lois Newman, Cat and Dog Rescue, stated she agrees with Commissioner Barrett.

Joyce Pieper stated she is torn by this because she finds dissection and vivisection so archaic and barbaric, so totally distasteful that she wished the Department didn't need the money, and didn't have to get it this way. This practice of dissection in the school system continues to support the idea that this is what we need to do and it feed into the system of vivisection. She stated she is a strong anti-vivisectionist and I hate this with all my heart. But I am also involved in feral cats, and I can see the pluses. I do not want to support vivisection and I do not want to support dissection.

President Robins stated she had some misgivings also. However, when she realized what happened to the animals that are euthanized, she realized she would rather the animals be used for something useful, other than fertilizer.

Commissioner Barrett stated this may be protecting another cat from being prematurely euthanized for these purposes.

Michael Sargeant indicated that he in no way wants to give the perception of actually having any animals that are available for adoption end up in his hands prematurely. We don't want to give any false perceptions in that respect. We would rather not receive an animal, then have anything like that become a consideration. Commissioner Barrett stated that Mr. Sargeant has been very clear about that from the beginning and that the Board appreciates that they have taken great strides to make it clear that they are not interested in promoting the euthanasia of animals.

Commissioner Barrett made the following Motion which was seconded by Commissioner Stein: "That the Department explore whether or not it is possible for the Department to designate the revenues received from this and specify them specifically for the spay and neuter of feral cats."

Commissioner Bercel questioned the spaying and neutering of feral cats vs. domestic cats. There are some cats labeled feral cats that are not feral cats.

The previous Motion was amended by Commissioner Barrett and seconded by Commission Stein as follows: "That the Department find out if funds can be directly deposited into a spay and neuter fund, and at a later date deal with how these funds would be distributed." (Unanimous approval; Commissioner Exe was absent.)

Consideration of Renovation of East Valley Animal Care and Control Center

Lou Robins indicated that he and Michael Burns met with the City's Architectural Division and they have accepted revisions. They are to meet this week with the Architect that has been assigned to the project and will walk the job. Mr. Robins also mentioned that Commissioner Exe had suggested the use of ionized lighting at the East Valley facility. Lou Robins stated at this time the project is so sensitive with the City Architect's Office, he wouldn't want to dot an "i" or cross a "t" on anything now. He stated he thought the General Manager would be considering that request. Lou Robins felt the Department should not get involved with any changes at this time. The General Manager indicated that the Department looked into ionized lighting and determined it was not the way to go.

PUBLIC COMMENTS

Lois Newman, Cat and Dog Rescue, spoke before the Board regarding shelter hours. She suggested using Reserve Animal Control Officers. She also discussed the use of trained and experienced ACOs in management positions. She specifically mentioned the use of an ACO for public relations work, and recommended use of a pro-bono agency who would do PR work for free. Ms. Newman also discussed using volunteers for the Hearing Officer Program. She stated that rather than using three or four hearing officers on barking dog and dangerous animal cases, volunteer attorneys could be used. In that way, those hearing officers could be put in the field.

GENERAL MANAGER'S REPORT

The General Manager advised the Board that the bulletin for Assistant General Manager would be going out this week. There are approximately 120 people in the City services that would meet the minimum standards. Applications and supplements will be sent to those who are interested and meet the qualifications. The applications will be due back by April 22, 1994. These applications will be reviewed by Personnel Department. Personnel Department will then forward a list of six to fifteen applicants to be interviewed. The General Manager indicated he anticipates the Department will have an Assistant General Manager by June 1, 1994.

The General Manager discussed an incident of an injured coyote which was found in the back yard of a residence in West Hills. The resident called West Valley Animal Care and Control Center and asked for a response. The resident indicated the animal was injured and bleeding. The Supervisor went to the location of the injured coyote and returned to the shelter facility. The veterinarian decided the animal was so bad that it should be euthanized. The General Manager stated a necropsy is being requested on the animal. He stated he has talked with some of the supervisors and employees in the Department regarding this incident. He stated he needs to get more dialogue and feedback on this incident.

Gary Olsen indicated the Department met with the SCVMA. Some of the issues discussed were licensing; spay and neuter programs; and rabies clinics possibly being held at our shelter facilities rather than in the parks in order to encourage citizens to possibly adopt and alter an animal. He stated the RFP for Lost and Found is not complete as of this date. Hopefully the Department will have it within the next week or two.

Commissioner Robins inquired about the Harbor Shelter facility. The General Manager indicated that George Phipps, Chief Veterinarian, inspected the Harbor facility and found it to be in good sanitation. Dr. Phipps also spoke to the Board and indicated he went to the Harbor Shelter unannounced and found it to be very sanitary. He stated it is very important for complaints to be put in writing and to state what happened and what they saw. sanitary.

The General Manager stated the Harbor construction needs one more contract proposal to come in and then we can go forward.

COMMENTS BY BOARD MEMBERS ON ITEMS NOT ON AGENDA

Commissioner Stein stated she would like to comment on something that has troubled her for the last couple of weeks since the Commission's meeting at Parkman Middle School regarding the coyotes.

She said, "inspite of the fact that the Commission requested that the Department further study this and come back and report to us, that one Commissioner has decided that she is going to go against the Commission and further what appears to be her own agenda. And I find it very inappropriate."

Commissioner Bercel said, " she would like to second that."

President Robins said, "I have been on the Commission for a little over six years. Over those six years we certainly have had our little disagreements with the Department, with the General Manager, and with each other, but they have always been able to be resolved. We have never ever blasted any Commissioner, or any group of Commissioners publicly because we have never found the need. Why the need is so apparent now, I don't know. I find it mean spirited, and I find it nasty. And I would find it the same way if another Commissioner were here today. I would find it to be an unnecessary thing. I find it unfortunate that it gets all of the press. We have a lot of agendas, a lot of wonderful things we are trying to do and it makes it difficult, and it is an embarrassment to the Mayor, to the City, to the Department and to the Commissioners."

Commissioner Barrett said, "we are working on an awful lot of backup problems and personnel changes with no resources. Resources are incredibly scarce and the problems are not. And the amount of time and energy that has had to be expended on combating cleanup on a constant basis is incredibly wasteful and unfortunate."

Commissioner Bercel asked the General Manager about staffing at the shelters on Mondays. The General Manager indicated it is staffed just as it is staffed on Sundays, including a Clerk.

President Robins asked the General Manager about RFP for collection of license fees. The General Manager indicated there are three proposals on his desk now. He is going to talk to staff and make a decision on it. President Robins asked how long it would be before that goes into operation. Meyer Levine answered between now and two months from now. He said one of the variables is when it goes to the City Attorney. The General Manager stated we would follow up.

The meeting adjourned at 11:50 a.m.

May 31, 1994
ATTEST

PRESIDENT

COMMISSION SECRETARY

a:4-4-94

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The meeting adjourned at 11:50 a.m.

May 31, 1994
ATTEST

PRESIDENT

COMMISSION SECRETARY

a:4-4-94

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

April 18, 1994

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Monday, April 18, 1994, in Room 1200, 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Robins, and Commissioners Barrett, Bercel, and Stein.

Members Absent: Commissioner Lynne Exe tendered her resignation as Commissioner effective April 14, 1994.

APPROVAL OF MINUTES: The Minutes of March 23, 1994 were unanimously approved.

STATUS REPORT ON PUBLIC RELATIONS ITEMS

Suzanne Lewis, Media Representative, spoke before the Board. She discussed the Be Kind to Animals Week campaign. The campaign will be kicked off by Mayor Riordan. On April 30, 1994 there will be an open house at all of the shelters. Be Kind to Animals Week will be from May 1 to May 7, 1994. Suzanne stated we have posters being drawn up by abused children for billboards. She displayed one of the posters done by one of the children. She stated there will be 30 children doing the art work. On April 18 there will be a judging of the art work at North Central Animal Care and Control Center. The winning art work will be at two billboards--one at the cite where the kickoff will be done, and the other near the child's home. There will be 50 MTA buses displaying the children's art work. Councilwoman Galanter will be making a Motion in Council on April 27, and there will be a proclamation by the Mayor, as well as proclamations for the children. She stated celebrities are interested in bringing this into higher profile. She is waiting for a time and venue. Suzanne said "she thinks this will be an amazing project and she is really excited about it."

Commissioner Bercel asked if the children were being compensated financially at all. Ms. Lewis stated this is essentially about self-esteem and making the children feel good about themselves. She stated the message is marvelous that these abused children are saying be kind to animals--what an incredible source.

The General Manager asked if the children were going to be recognized by artists. Suzanne stated there are animators who are interested in coming out with costumes. They may get a marching band. The response is positive. A lot of actors do voices for characters, such as Garfield and Bart Simpson. She has received calls from actors who are interested. Kim Bassinger is trying to make arrangements to help during the campaign. The humane community is involved. Commissioner Barrett asked what the role for the 30 children is beyond the campaign. Suzanne stated the children will be brought to City Hall on April 27 where they will be presented proclamations. The Mayor will display their art work in his chambers. President Robins asked about displaying the art work at the shelters. The General Manager mentioned the art work will be framed and displayed at various shelters.

GENERAL MANAGER'S REPORT

In regards to Be Kind to Animal Week, Gary Olsen stated staff is having a meeting on April 28, 1994 to make sure that everyone is involved and that all the shelters are involved and are a part of it, and understand what we are doing. The General Manager stated an injured coyote which was captured at West Hills on April 2, 1994 and was taken to West Valley Animals Care and Control. Upon examination, the veterinarian determined it should be euthanized because of injuries. The results from the necropsy report showed the coyote was a female, three - four years age, 23 pounds, and there was no evidence of any gun shot wound. It appeared the coyote had been attacked by another canine.

The General Manager gave an update regarding the SCVMA distributing dog licenses. He stated the City Attorney sent a draft to City Council. Amendment to Section 53.11 of the LAMC regarding the waiving fees for humane organizations to adopt rabbits is moving along. The City Attorney has been instructed to draft an ordinance regarding this item. He also mentioned he has an RFP that the spay and neuter services staff has put together with Dr. Phipps. He has not reviewed it yet, but will forward it on to the Board when he has reviewed it.

Consideration of Department of Animal Regulation Budget

Gary Olsen advised that he met in Deputy Mayor Violante's Office to inquire about the Mayor's Proposed Budget and why eight Animal Control Officer's were not included in the Mayor's Proposed Budget. The Mayor did grant two Animal Care Technician Supervisors and a Director of Field Operations. The Assistant General Manager applications have gone out and are due back by April 22, 1994. The Sr. Clerk Typist request for South Central Animal Care and Control has gone through the Budget and Finance Committee. It will go to Personnel Committee and then on to the City Council. The General Manager indicated he spoke with Georgia Mattera, Deputy Mayor to Violante. They are working with the CAO to find a way to put forward funds for overtime which were not included in the budget.

President Robins asked the General Manager about the spay and neuter vouchers. Gary Olsen indicated they are at the Print Shop and should be ready next Monday. As soon as the Department obtains the vouchers, they will go out.

Consideration of East Valley Renovation

Michael Burns, District Supervisor, advised that East Valley renovation plans are going well. He stated with the time constraints involved with these changes, we are taking the plans that were developed earlier and going through the nuts and bolts of each and every section that the Committee did not agree to. For example, one section in the back concerned an animal freezer which called for approximately $50,000 to restructure to project. It involved a subterranean ramp and breaking walls. Rather than do that, we looked into the cost of a new refrigerator unit in the area of the old freezer. After modifications, and since the work would be done by City services the project got down to $9,300. He met with Lou Robins and the Engineer and worked through the plan changes. The Architect agreed there would only be plan changes. It is taking a little longer, but we are getting as much production for our money as possible. Michael Burns indicated he intentionally involved the kennel and veterinary staff in this project to know what we need. They have been extremely helpful. The refrigerator was one of their ideas. He stated he wants to make absolutely certain that everything is done that meets the subcommittee's needs, and get everything done with as much money as we have.

President Robins asked how long it would be before construction is begun. Michael Burns stated the Engineer has said that East Valley would be kept a high priority. After we get everything done that we need to he guesses plans would be done in a month. Then we would contact General Services to see what City forces can do as opposed to using private forces.

Consideration of Status Report on Lost and Found Program - Request for Proposals

Michael Burns discussed Draft Request for Proposal for Automated Dog and Cat Lost and Found Services dated April 1994. He stated Jack Nylund did the bulk of the work. This draft is a summation of over a year of meetings and thinking about what we need. There are about five companies that could fulfill the needs of this RFP. In a nut shell we need an automated system to receive telephone calls from finders of a lost pet free of charge, which would be an 800 telephone number. A person who loses a pet would call a "900" number for a fee. Both parties would go through the menu. A dog reported found, would call pet owner within three hours and continue to make calls. The system would be at no cost to the City--that is the criteria. The vendor gets our sponsorship only. Michael Burns has had inquiries from New York City, Washington State and two in Southern California--all have systems in place. He stated we want this non-labor intensive.

He stated what we would like is no dogs and cats in the shelters. Usually people on the streets will keep an animal for three days. After three days, they usually turn animals into the shelters. He suggested the Commission review the draft proposal and discuss this at a later Commission meeting. He believes a high-tech menu can be highly successful. There is a lot of resistance from animal control agencies and humane societies because they don't believe a successful menu can be made to match. He believes it can.
President Robins inquired about the 900 number supporting the program. Michael Burns stated we cannot received revenue from this. He is comfortable with system being self-sustaining without spending a dime. President Robins asked if it was feasible when a dog found, you would have to license the dog. Michael Burns stated we would send out a license reminder for the dog. The critical factor is to get the animal back to the owner. Commissioner Barrett asked what happens if the fees do not cover costs of contractor. Michael Burns stated it is totally their responsibility. It is his impression that we should not go into purchasing this system. It was suggested the Board read the draft proposal and to discuss this at a later date.

Consideration of Closure of Shelters on Monday

Suzanne Lewis inquired about shelters staying open during "Be Kind to Animal Week". The General Manager stated he would give that some thought.

Lois Newman spoke before the Board regarding calling East Valley Animal Care and Control on a Saturday. She stated it took forever to get through and Officer Hanna was busy answering phones. There was only one Clerk at the shelter. She suggested using a Clerk in the shelter on Saturdays, rather than Monday when the shelter is closed.

Michael Burns stated one of the problems is that they have no additional personnel. One Clerk Typist is on maternity leave, and another Clerk Typist is on jury duty. Then they have to beg borrow and steel. They are pulling clerks from North Central to East Valley. We don't have any personnel to draw upon from other shelters. President Robins stated it would be a perfect place for volunteers. She asked if there would be any problem with that. Michael Burns indicated it would be necessary to train volunteers for two weeks. The Clerk Typists know AMIS and about animal control law. He has tried and it does not seem to work. It becomes telephone gridlock because the volunteers need help. They would need to be extensively trained. The General Manager indicated since 1989, the Department has lost 13 clerical positions. He said volunteers would work only if they are trained.

Consideration of Hiring a Public Relations Specialist
President Robins indicated Suzanne Lewis has been doing public relations work as a volunteer, and doing a great job. She stated we need to do something. Commissioner Barrett stated we need to fight to get a permanent position created. That would take us until the next budget cycle. It is possible we can do an interim budget request. It depends how this budget gets through Council. It is too early to know. She stated we need to pursue a two or three-step process. One is to fight to get an approved position created, and in the interim, we should look at a short-term contract until the Department is successful. Commissioner Barrett made the following Motion which was seconded by Commissioner Bercel: "Request the Department proceed with a short-term contract for a Public Relations position." (Unanimous approval.)

Joan Luchs thanked Jack Nylund and Mike Burns for working on the Lost and Found RFP. She stressed the importance of making sure the public is able to use the system for the Lost and Found Program.

Michael Bell spoke before the Board regarding possibly establishing a 1-800 number to be utilized for a wildlife education program. It would be helpful to the public, save animals in question, and provide educational information to schools.

Jamie Pinn, Pet Assistance, advised the Board she has "Love Your Pet Have It Spayed" bumper stickers which will be handed out during "Be Kind to Animals Week."

Bill Dyer spoke before the Board regarding an article about dead animals being used to earn money. He is against this proposal. He suggested the Board give attention to people's attacks on coyotes. He stated an investigation is in order.

Lois Newman, Dog and Cat Rescue, spoke before Board regarding the voucher program; and comments regarding Lost and Found Program. She is opposed to use of a 900 number. No one under age of 18 may use a 900 number. She stated any system is going to be a minimal system because of surrounding counties. The system needs to be county-wide. Before an RFP goes out it, there should be a meeting of all county agencies.

Joyce Pieper stated there is new cat legislation being introduced.

COMMENTS BY BOARD MEMBERS ON ITEMS NOT ON AGENDA
Commissioner Barrett inquired about status report on the Feral Cat Committee Report. The General Manager indicated a report with recommendations dated March 7, 1994 was submitted to President Robins. He has not heard back on that yet.

The meeting adjourned at 11:12 a.m.

6/6/94
ATTEST

Mimi Robin
PRESIDENT

Juelle Haupt
COMMISSION SECRETARY

a:4-18-94

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Wednesday, March 23, 1994

7:00 p.m.

The Board of Animal Regulation Commissioners convened in regular session on Wednesday, March 23, 1994, at Parkman Middle School, 20800 Burbank Boulevard, Woodland Hills, California 91367.

Members Present: President Robins and Commissioners Barrett, Bercel, Exe, and Stein.

UNFINISHED BUSINESS

Consideration and Discussion of Coyote Trapping Policy

Presentation by General Manager:
Gary Olsen, General Manager, stated that the Department has been trapping coyotes for over 25 years and the issue remains unresolved. By law only two things can be done with the coyote when it is caught in a trap: (1) it can be released immediately which defeats the purpose of trapping, or (2) it can be killed while still trapped in the cage. California State law does not allow coyotes to be relocated. The General Manager mentioned that Department resources are extremely limited, and the Department must compare the cost effectiveness of its various programs, and allocate these scarce resources carefully. The Department has suffered the loss of Animal Control Officer positions from 60 Animal Control Officers to 42 since 1991--a 30 percent reduction. The current officer/resident ratio is 1 ACO to 83,000 residents--one of the highest in the nation. There were over 15,000 animal bites to humans in Los Angeles County in 1993, not one bite from a coyote.

The General Manager further discussed budget and personnel reductions in the Department which have required the reduction or elimination of many vital programs. He stated that taking all these factors into consideration, the Department must now evaluate its response to the coyote issue. The bottom line is that the Department's trapping of the coyote for the last 25 years has not resolved anything.

The coyote with the destruction of its natural habitat by natural disasters, as well as our encroachment into their territory, has adapted. It will continue to adapt. We, more intelligent than the coyote, must learn to adapt. One of the ways is through education. Educating people on how to provide proper care and treatment for their pets, providing information on fencing, and the preventative condition and maintenance of their property. Gary Olsen mentioned the past weekend he attended the Animal Care Expo. At that Expo he spoke with many animal control directors and experts in the field, including the Presidents of the American Humane Association, Humane Society of the United States, and the California Animal Control Directors Association, as well as renowned wildlife biologist Bill Wirth. It is the consensus that the most effective way to address the issue is through education.

Gary Olsen advised that the Department has prepared the Brochure "Co-existing with the Coyote". The Wildlife Way Station in its most recent edition provides advice on the steps to take to peacefully co-exist in areas with wildlife. The steps are not expensive, they ask residents to give attention to the situation.

Gary Olsen stated that the Department invited a number of people to speak regarding the Coyote issue.

Bob Schlichting, Information Officer, Department of Fish and Game, spoke and stated there are two options regarding coyote trapping to release them, or humanely kill them. According to the law, releasing animals into the wild is not an alternative. He stated that Fish and Game supports the ban on coyote trapping. People should avoid confrontation with them. Commissioner Exe asked why we are having an increase in coyotes. Mr. Schlichting stated that the statistics do not indicate that is true...it has been an ongoing problem. Commissioner Exe asked if he would say there is a greater problem coming. Mr. Schlichting indicated that the education is more prevalent and better. The number of coyotes would go down, especially if there is a drop in the food supply. He indicated that Fish and Game does not have statistics. Commissioner Barrett asked if their had been a coyote breeding problem since June 1993. Mr. Schlichting indicated he believed there had been. He stated the coyote problem various with the food problem. Trapping is not a solution regarding the number of coyotes. They continue to breed.

Mr. Mark McDorman, Chief of Field Operations, Orange County Animal Control, indicated the population in Orange County is 1.7 million people. They cover 635 square miles of rural and urban area and provide animal control. They have one officer for every 32,000 people. He stated that education is the answer to the coyote problem. There have been no bites in 1992 or 1993. They deal heavily on education. He stated the brochure "Co-Existing with the Coyote" is excellent. It is proven. Orange County does not own leg-hold traps, and they never plan to.

Michael Bell introduced Chuck Traisi from the Wildlife Rehabilitation Center. Mr. Traisi has a degree in Political Science. He has been with the State Department for 19 years. He stated 200 coyotes are trapped or hit by cars every year. Learning about them is the best way to care for these animals. Mr. Traisi stated he has done research on biological behavior of animals. He said there are two fundamental factors limiting the wildlife population: (1) available food supply, and (2) species population density. If you remove 10 animals from the area, the first thing that will happen is that other species will move in. If you remove 10 coyotes from an area, others from surrounding areas will move in. You have created a false increase which has inadvertently affected the bio-diversity of the area. If you reduce the population of wildlife without reducing available food supply, in the very first berthing system, you will have a higher level of species. He stated coyotes have never been nocturnal. Their peak time is at sunset or twilight. Coyotes are opportunistic. They go for the easiest source of food. There is aberrant behavior in coyotes, racoons, etc. If there is someone in the area that has been putting out food, then you must deal with behavior modification. He suggested a book called "Coyotes" which provides hard science information on coyotes. The book clearly indicates that coyotes have spread coast to coast. The coyote filled a nitch when the wolf was killed. He suggested that the public talk to Wildlife Biologists, then make a decision on pure science and biology.

Patricia Demone, Attorney, stated she has children. She has a coyote fence she spent $1,000 on. There are legal implications, whether or not the City should be in the business of trapping. She stated it would be fiscal insanity if the City were in the trapping business. Ms. Demone stated the City is immune from litigation and damages by banning of coyote trapping. It would be fiscally irresponsible for the City to lift the ban on coyote trapping.

PUBLIC COMMENT

The following people were AGAINST the ban on coyote trapping: Milton Kent, Diana Anderson, Sue Ellen Hale, DeAnne Goodevine, Graig Newman, Stan Opatowsky, Roberb Sbegnez, Charisse Lazarou, Joel Newman, Cathy Keen, Lavonne Johnson, Mrs. M. Kent, Marueen Brackney, Mark Weiss, William Lander, Phyllis Daugherty, Doris L. Bradshaw, Richard Olsen, Eileen Cimorell, Dr. Jim McCourt, Lana B. Kuhlen, Marquab Coak, Hal Cook, Dorothy Clewell, Mrs. Joyce Aleck Jacobi, Linda Kenan, Jim Johnson, Dave Verhein, Jan Hinkston, and Carl Kuhlen.

The following people were FOR the ban on coyote trapping: Roland Barron, Wyley Coyote, Dr. Melvyn Richkind, Sean Kearns (Fairway Fence), Judith Scott, Carolyn Rose, Mitch Brown, Diane Anderson, Alan Kishbaugh, Judi Williams, Dedication & Everlasting Love to Animals, Nancy Dolinger, Mark Williams, Kate Waring, Connie Elliot (Actors and Others for Animals), Gia Koontz, Rosanne Zierign, Joe Williams, Peter Bralver, Brent Bonito, Judy Perito, Patrician Earl, Roberta Boardman, Elizabeth Nelson, Leo Grillo, Tyra Tabor, Rhea Damon, Rebecca Dmytryk, Corinne Schnur, Ermanno Vanimo, Mike Post, Jennifer McKissick, Vieva Kendig, Lois Sargatz, Bonnie De=uehring, Howard Gerber, Susan Snyder, Michael Lambardo, Harold Cook, Nish Jairazbhoy, George Spacek, Lorraine Priceman, Joanna Patruce, Caroline Rose, Jennifer Godron, Sharon Gregg, Sheldon Walter, Millicent Safran, Lois Newman, Kermit Samples, Norma Sandler, Steve Levy, Lila Brooks (California Wildlife Defenders), June Averseng, Patricia Hearst, Deborah Famiglietti, Bill Dyer, Holland VanDieren, Michael Totsten, Karen Jorgensen, Gordon Murley, Mary Sheehy, Susan Kiplinger, Debra Boyle, Randi Foxman, Gretchen Wyler, Allison Saike, Ross McHenry, and Alan Kishbaugh.

President Robins thanked everyone for coming out and providing the Commission with their concerns regrding the Commission's coyote trapping policy. She stated that the Commissioners would now give their views. She asked that any motions be held until after the last Commissioner has finished speaking.

PRESIDENT ROBINS said the following: "that this issue has been very emotional and it has been difficult for us to remain objective and I personally would like to thank the Commissioners for their effort. It has been difficult sometimes to resist a response. The need to clarify or speak out has been overwhelming. I must confess that a few times during the past months I had doubts about the past Commission's decision. So I have listened and reflected especially hard tonight.

"No words can express the terrible loss suffered by Cathy Keen over the loss of her daughter. As a mother of four and the grandmother of 8 and having lost a godchild in an accident several years ago, I know the pain may dull, but never leave.

"I agree totally that your child should be been able to stand out in her own driveway. I believe that children in South Central Los Angeles should be allowed to walk to school without being shot. I believe that kids in East Los Angeles should be able to watch television in their own homes in the evening without being murdered by drive-by shooters. I believe that Polly Klass should have been able to have a slumber party in her own home without being abducted and savagely murdered. I believe that children out playing should not be killed by drunk drivers. I would stop all of these things if I could, but I can't.

"With the recent disaster of January 17, 1994, and the fire and the floods the City the City of Los Angeles is slowly healing from the devastation which has brought the coyotes down into the flats.

"After listening to all of the public testimony and to all of the experts from other municipalities and Fish and Game, I do not think we have a problem. Not a coyote problem, but a communication problem. We have failed miserably to convince the community that having the City go back to trapping is not the answer. Let us work together on a plan of action that will work.

"No evidence of rabies in coyotes has been documented in the City of Los Angeles.

"Only one death attributed to a coyote has ever been report in the entire history of the United States.

"The City of Los Angeles has no record of a coyote bite to a human. But total bites of animals over 6,000 in the City in 1993, none of which were coyotes. Recorded deaths by dogs in the City of Los Angeles since 1990 have been 2.

"I would hope that all parents will exercise the same caution regrding coyotes as is exercised in keeping small children safe from strangers, cars and stray dogs. We must take the responsibility upon ourselves for the safety of our children and our pets.

"I feel it is important that the policy of the Commission, and most certainly of this Commissioner, reflect the concerns of all of the citizens of the community and not just the people who have been the most vocal.

"You have heard also from Mr. Gordon Merely of the Federation of Hillside and Canyon Associations with over 4,000 households. They support the ban. How have they managed to live with the coyote

"It is without question that the overriding concern of the Commission is the safety of the public.

"More education of the public, more responsibility on the part of the hillside homeowners, and a willingness to work with the Department and the Commission can and will result in some solution for a win situation."

COMMISSIONER EXE said, "I have listened to the testimony on both sides. I do have a great love for animals. I think there is nothing worse then trapping an animal in a cage and then shooting it. But as a member of this Commission, my first concern is public safety. That is what I stated when I became confirmed as a Commissioner and that is the stand I will have to stay with.

"Our Department is in shambles. Our officers do not know what to do. One day they are ordered not to speak to the public, the next day they are given a different order. And if we are not going to go back to trapping, we have to start a program of heavier education, because we sure as hell haven't done any good yet. There are people here tonight who support the coyote. I understand your concerns, but I also wonder where your concerns are on the possum and the racoon. I haven't heard your voices--I have heard Fish and Game. Therefore, I will have to support safety even though it is not something I want to do against any animal. But that is my position on this Commission, and I will have to stay with it. Thank you."

COMMISSIONER STEIN said, "I would like to thank the homeowners on both sides of this issue who took the time to come tonight and the experts who took the time to share with us their expertise, their opinions, and their concerns. We have repeatedly been accused of prioritizing the life of the coyote over that of children and pets. That simply is not, nor has that ever been, true. The question here is can the coyote, whose natural habitat is in the hills, co-exist with small children and pets. I am not anti-growth or development. I belief that housing and growth are a vital part in keeping Los Angeles a thriving City. I do believe, however, that those of us who choose to live in the hills have an added responsibility that has been placed upon us. I have lived in the hills for over 35 years. First as a child with my parents--later my husband, our children and our pets. I have lived through fires and floods. I live with deer, racoons, possums, rats, rattlesnakes, and coyotes. This is life in the hills.

"In order to protect the health and safety of my family, I have the responsibility of doing certain things. I am ordered once a year by the Fire Department to remove and trim all brush from my hillside, and to cut and remove all vegetation that moves too close to my home. It is not the City's job to do that for me. It is my responsibility and I do it at my expense. I have learned how and when to sandbag to protect my property from flooding. I know that by keeping a high fence around my property, that by keeping my garbage cans closed, by never leaving any food around my property, by watching my children diligently and my pets when they are outside, and by keeping my pets inside at night, I have managed to live in harmony with the animals that reside in the hills with me, including the coyote.

"Because this is such an emotional issue, there probably cannot be an easy solution. At best trapping caught only a small number of coyotes. We have learned how the female will reproduce in order to compensate for any loss in the pact. We have learned from experts tonight that trapping is not an effective way to control this coyote population."

Having never heard the initial comments that were made at the initial hearing, I truly looked forward to this tonight as an opportunity to hear both sides. But I must tell you honestly, there isn't anything I have heard tonight that would make me feel that I would want to overturn that ban.

COMMISSIONER BERCEL said, "I feel that this is not a question of people vs. coyote, and which is more important. They are both important, of course. I do feel it is a question of responsibility. We take responsibility for our homes. We put locks on our doors. We put screens on our windows. I cannot imagine someone parking their car in their driveway or their front yard without locking it. Why would you think your small child would be safe, when your car is not safe. Does a car have a higher priority than a child? It is just responsibility. We take precautions in every other phase of our life. Why not take them in the case of the coyote. We talk about the four-legged variety of predators, what about the two legged variety. Those are far more dangerous than these four-legged ones we have been addressing tonight."

COMMISSIONER BARRETT said, "I feel an obligation to take it from the poetic to the boring. My role on this Commission has been primarily as Chair of the Budget Committee at the fiscal side of this Department's problems. And frankly, that is one of the areas that is of my greatest interest. As you know, the General Manager talked earlier about a great many of the programs that we have lost over the past few years. We have suffered a great deal of budget cuts and reduced personnel. We are also working very very hard to reduce in the next budget cycle the Department's usage of General Fund monies to help support the Mayor's effort to put more money in the Police Department. We find ourselves in a position at this time where there is no such thing as a free lunch. And while Dr. Sumner was concerned that the prior Commission had not looked at fiscal issues as part of their decision, I can tell you that in this budget year and for this Commission fiscal issues are a big priority as they are for this Administration.

"We find ourselves in a position where really we have many public safety issues to look at and very unpleasant choices. If, in fact, we were to re-initiate the trapping program as it had been in the past, that would mean that we would have to reduce some other services that perhaps serve the entire City in order to assist a few citizens in part of the City. Or, we would have to increase our budget which would reduce monies going to the General Fund--which means a reduction in monies available to the Police Department. So all of these are public safety issues. The question is who gets what.

"One of the things I am committed to is a fair allocation of City services. I live in a diverse community that has historically not gotten its fair share of City services. And I am very sensitive to this issue. It also has a very high incidence of loose and stray dogs--often dangerous dogs and a high incidence of dog bites. So from the community that I am from, the idea of subsidizing hillside owners at a cost of taxpayers of the whole City is a bit problematic. So at this point I have a great deal of remaining questions and would like to see us find some alternative primarily based on education that does give comfort to citizens that are concerned and protects public safety, but does not place any fiscal constraints on our already over-burdened budget. Those would be my choices."

President Robins asked if there were any motions at this time. there were no motions.

President Robins stated it is clear this is a complex issue. She asked that this matter be referred back to the Department and asked that the Department come back to the Commission within 60 days with recommendations for a procedure that addresses the needs for citizen responsibility, budget constraints, public safety and education.

President Robins indicated that this item would be on another agenda and they would receive an agenda. She thanked everyone for coming to the meeting.

The meeting adjourned at 9:43 p.m.

May 2, 1994
ATTEST

Minnie Robins
PRESIDENT

Giselle Hough
COMMISSION SECRETARY

a:3-23-94

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, March 20, 1995

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Monday, March 20, 1995, in Room 1200, 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Barrett, Vice-President Avila, and Commissioners Robins, and Afriat.

APPROVAL OF MINUTES: The Minutes of February 6, 1995 and February 21, 1995 were approved unanimously.

UNFINISHED BUSINESS

STATUS ON PUBLIC RELATIONS ITEMS

Gary Olsen, General Manager, thanked Councilwoman Ruth Galanter's office for help with a Mobile Pet Adoption flyer.

Mr. Olsen also acknowledged Judy Cairns' proposal to issue a press release citing the purchase of rabbits, chickens and ducks as inappropriate Easter gifts. Ms. Cairns suggested Open Houses at all shelters on May 1, beginning of "Be Kind to Animals Week." Vouchers should be made available, and volunteers should be recruited on this day.

Consideration of the Department of Animal Regulation Budget

Mr. Olsen said that through efforts of Commissioner Avila, the position of Chief Veterinarian has been unfrozen. Candidates were interviewed last week, and a recommendation has been made. Mr. Olsen thanked former Commissioner William Putney, DVM, for his participation in the interviews. Mr. Olsen added that he would meet with the recommended candidate tomorrow.

Mr. Olsen proposed three revenue enhancement measures. First, he suggested an increase in dog license fees to $12 for altered dogs, and $30 for unaltered dogs. The Department would like to recommend it for inclusion in the 1995-96 Budget Proposal.

Commissioner Robins made a motion that the Department propose increased fees set at $12 for altered dogs and $30 for unaltered. Commissioner Afriat seconded the motion. It was passed unanimously.

Second, Mr. Olsen reminded the Board of suggestions to license cats at a previous meeting. Mr. Olsen stated that 40% of the animals impounded annually were cats. This costs $700,000 per year. Of this, the Department recovers $30,000.

Lois Newman spoke before the Board, asking the Department to check its proposed cat licensing fees with existing fees set by the County of Los Angeles.

Commissioner Afriat made a motion that the General Manager proceed with cat licensing in his discussions with the Mayor and City Council, but that he not to specifically define the amount of the fees. He also amended it to include Vice-President Avila's suggestion that this motion be adopted on condition of the passing of a City Ordinance. Commissioner Robins seconded the motion. The motion passed unanimously.

The General Manager proposed a third revenue-generating item for the budget, fees for impoundment of owners' animals. The fees would be set at $5 to accept animals at a City shelter desk, $10 to accept a liter, and $20 to pick up animals at the owners' homes. This would be based on ability to pay such a fee, which would be determined on a case by case basis.

Commissioner Robins moved that the Department proceed with inclusion of such proposed fees in the budget process. Commissioner Afriat seconded the motion.

Lois Newman spoke before the Board, cautioning the Board that owners might instead decide to abandon their animals. She asked that the Department simply continue to accept the animals at no charge. She cited such incidents at South Central. President Barrett called such incidents inevitable under any conditions.

President Barrett called for a vote on the motion. It passed unanimously.

The General Manager mentioned that the request for five additional Animal Control Officers (ACO's), and one Animal Care Technician Supervisor (ACTS) was approved by the full Council. There is currently a list of candidates for the ACO position.

Mr.Olsen mentioned that a retirement dinner was held for Michael Burns, District Supervisor. President Barrett asked who would now take charge of Mr. Burns' various projects. Mr. Olsen mentioned that Jack Nylund, Sr. Systems Specialist, would take over the Lost and Found Program, and Jerry Greenwalt, Assistant General Manager, will take charge of the East Valley Renovation Program (due to the continued absence of George Weissman, District Supervisor).

Commissioner Robins asked how soon construction on the East Valley shelter would begin. Mr. Greenwalt promised to check into its status, and inform the Board after the meeting.

Consideration of the Complaint Process

Jerry Greenwalt said that no information has been released on the Complaint Process. On Thursday, March 23, the Department will hold a staff meeting with all senior staff. At that time, the Complaint Process will be explained, and the new procedure will become effective on March 31. All shelters and the Administrative Office will be supplied with copies of the Complaint Form.

Consideration of Department Reports to the Commission

Commissioner Robins asked that this item be delayed.

Consideration of Commission Meeting Schedules & Times

President Barrett alerted attendees that there was a conflict between the first day of the Spay and Neuter Workshop and the next scheduled Board meeting on April 17. She announced there will be no meeting on April 17, 1995.

Regarding Commissioners attending the Spay and Neuter Workshop, Commissioner Afriat requested an opinion from the City Attorney, citing concerns over the Brown Act. Commissioner Robins added that any Commissioners attending would be there strictly as observers and would not vote on any matters.

President Barrett asked if the Board wished to continue its 10:00 a.m. start time for Commission Meetings, or meet earlier. Commissioner Afriat asked that the item be held.

Consideration of Status Report on Spay and Neuter Workshop

Commissioner Robins stated that invitations and letters for the Spay and Neuter Workshop were mailed, primarily to 501 3C humane organizations, which are distributing vouchers. Two people from each group have been invited to the workshop at 650 Spring Street, Room 300. Commissioner Robins said this is not a wide-open public meeting, but a working committee. It will present its consensus at a future Commission meeting, and its findings will be discussed by the public at that time.

The facilitator for this workshop committee is Ms. Irene Allert. The day-long workshops will be scheduled from 9:00 a.m. to 4:30 p.m., and will be videotaped.

Consideration of Revenue Enhancement Programs

Mr. Olsen stated that these programs had already been presented under the Consideration of the Budget item.

PUBLIC COMMENTS

Wayne Cuthbreth spoke before the Board, regarding the standardization of microchipping. Mr. Cuthbreth predicted that there could be an international standard for microchipping at the end of 1995.

Lois Newman spoke before the Board, regarding the University of Missouri. A National Investigation of Cruelty School will be held at Ontario, California on May 8-12. Ms. Newman then read a letter from Debbie Manos regarding destruction of animals from Harbor shelter.

Jane Swayak spoke before the Board, regarding a gentleman selling puppies along Melrose Avenue on the weekends. She asked the Department's help in stopping such incidents.

GENERAL MANAGER'S REPORT

Mr. Greenwalt updated the Commission on the status of Department projects. He mentioned that a draft ordinance on the Non-City Adoptive Animals proposal was returned to City Council on March 7, and the final ordinance is on the agenda for next week.

The Coyote Policy Report and unfreeze were approved last Wednesday. Bernie Leichter, Sr. Personnel Analyst I, has begun work on filling the positions.

The Guide Dog Proposal has been approved. The Pot Bellied Pigs proposal regarding permits remains with the CAO, awaiting analysis. Mr. Greenwalt expects a four to six month turnaround for analysis of the proposal by the Planning Committee and Planning Department. Commissioner Afriat volunteered to speak with the Committee Chairman of Public Safety to seek ways of speeding up the process.

Mr. Greenwalt said the Equine License Fee was taken off the Governmental Efficiency agenda last week by Councilman Wachs' office, but will be put on the April 3 agenda.

Mr. Greenwalt said the Department and the CAO discussed the Pet Vaccination Services RFP. The CAO is expected to send the RFP to the Mayor's office next Friday.

Mr. Olsen said Ventura County has asked the Department to submit a proposal regarding contracting a portion of its area, the City of Bell Canyon. Linda Gordon, Management Analyst II, said that a feasibility study has begun as requested by executive officers of Ventura County. President Barrett encouraged the exploration of such a proposal. She cited it as an opportunity to increase revenue, in an area bordering areas already served by the Department, and which is itself serviced by the Department in times of emergency.

Mr. Olsen reminded the Board of the Far East Wilmington Task Force, a request by a Council member to solve the problems of large numbers of dogs running wild. Mr. Olsen said that packs of dogs are increasing in many areas of the City, while the Department has concentrated its dwindling resources mostly on contained animals, rather than scouting loose packs. Mrs. Gordon said that there will be a meeting on March 30 with representatives of Mayor Riordan and Council members to determine the most effective approach for this situation.

Mrs. Gordon stated that on February 2, 1995, the City Council passed an ordinance amendment regarding the Department's enforcement of equine distances. This matter shall no longer be handled by the Animal Regulation, but shall be exclusively enforced by Building and Safety.

Mrs. Gordon says there has been an offer to install a fresh air system in one shelter on a free trial basis. This will provide a better environment in the cat room, and reduce airborne diseases. She added that a new Chief Veterinarian would soon be on staff to evaluate the system.

Mr. Olsen said that the problem for the permit for Euthanol may be resolved tomorrow, either through help from the SCVMA, or through the expected hiring of the new Chief Veterinarian.

COMMENTS BY BOARD MEMBERS NOT ON THE AGENDA

Commissioner Robins commented on a letter she received, which she felt appropriate for Complaints Investigation. President Barrett called for an administrative staff member to prepare periodic reports to the Board regarding investigation of consistent policies, and training of Department employees. This would include daily operation of the shelters, and administrative office, and employee awareness of Department policy.

The meeting adjourned at 11:21 a.m.

3-21-95

ATTEST

PRESIDENT

COMMISSION SECRETARY

c:3.20.95

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, January 3, 1994

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Monday, January 3, 1994, at 10:00 a.m. in Room 1200, 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Robins and Commissioners Bercel, Exe, Robins and Stein.

Members Absent: Commissioner Barrett.

UNFINISHED BUSINESS

Consideration of Coyote Trapping

President Robins advised that the Board is not entertaining any motions on this subject and that this discussion will also be continued on January 24, 1994 at a regular Commission meeting.

The General Manager discussed his memo dated December 29, 1993 to the Board regarding "Method for Handling Coyotes by Other Agencies". He stated a telephonic survey was conducted of various agencies through the State relative to their handling of coyote problems. Because most agencies he spoke to do not deal with this problem, it was difficult to make a reliable analysis as to the best method for handling. Some of the agencies who do not routinely handle coyote trapping were as follows: Amador County Animal Control; San Bernardino County, Orange County; and L.A. County Each nuisance case is dealt with on an individual basis. If trapping is deemed necessary, they try to live trap the coyote in a cage or box trap. The California Department of Fish and Game does not trap coyotes, they attempt to educate the public on how to maintain their property so that coyotes will not attempt to enter. The U.S. Fish and Wildlife Service, Pasadena Humane society, and Ventura County Animal Regulation do not trap coyotes.

The General Manager also discussed his memo to the Board dated December 30, 1993 regarding "Alternative Approaches to Coyote Problems. He stated information brochures have been developed on the topic and will be made available at all local Animal Care and Control Centers, or can be mailed to citizens upon request. Other considered locations of availability are City Council district offices, Water and Power offices, Recreation and Parks centers and local private veterinarian offices. Also Department speakers, qualified lecturers, and consultants will be available in conjunction with the viewing of the informational video tape. In the case of especially troublesome areas, on-site evaluations and recommendations can be arranged. Licensed and registered private pest control firms are available which provide trapping services for a fee.

Hector Butrago, Chief Zoning Administrator, Building and Safety, discussed height requirements for fences in the City of Los Angeles. He stated there is an 8-foot maximum in the flat areas and a 6-foot maximum in the hillside areas. The Department of Building and Safety entertains requests over-height fences. There are no guidelines and each is judged individually. The General Manager asked if there was no minimum regarding fencing below ground level. He indicated there is no minimum. Gary Olsen, General Manager, asked about use of electric wire and Mr. Butrago stated he believes it is not legal to use electric wire.

There were questions from the Board regarding fence codes. Mr. Butrago stated that Building and Safety can entertain variances for fences over six feet, especially up to eight feet. Justification is a criteria as part of the decision. Some are granted administratively over the counter. There is a $30 filing fee. If it is appealed to the Building and Safety Commissioners, there is a $100 filing fee. Commissioner Stein asked if a neighbor does not object, are they granted routinely. Mr. Butrago said, "yes."

Joe De Jeralamo, Fairway Fence Company, Inc., from Riverside, stated their company offers some alternatives to trapping. They do fencing so that animals cannot get onto the premises. They can change the fencing, do extensions, and they use bobless wire. The fencing can also be placed below ground level and filled with concrete to help deter animals.

Commissioner Exe asked the approximate cost of a fence. Mr. De Jeralamo stated an extension can cost $1,000, plus or minus. They also do jobs for $200 and up, it depends on the situation and size of the property. Extensions are placed outward so animals cannot get in. He stated they have put up fences in Agoura to deter mountain lions and coyotes, and they have had no callbacks. His company will give a proposal free of charge.

Dr. Stewart Ellins, Profession of Psychology, California State University, San Bernardino, spoke before the Board regarding animal learning and motivation. He has a laboratory where they conduct coyote research in an outdoor facility. He has been published in scientific journals here and abroad. He stated he is qualified to comment regarding trapping and alternatives to trapping. Some of the comments read by him are as follows: There are more coyotes than there have ever been from the Panama Canal to Alaska, in the mountains, deserts, and urban areas. The coyotes are not going away. A few people are fearful and are ignorant about coyotes. The coyotes are shy by nature. During dawn and dusk they are active. He finds it extraordinary that there are no attacks on humans. He feels you should be more fearful of dogs than coyotes. It is important to educate the public. Trapping is cruel and expensive. The coyotes will always be here, and he is concerned about trapping coyotes. He congratulated the City on the ban of coyote trapping in Los Angeles.

Dr. Ellins offered alternatives to trapping such as: manipulating the supply of food, food aversion conditioning using lithium chloride, which changes the palatability of food. The coyote will eat anything. He showed a video tape to the Board and audience which depicted use of lithium chloride to deter coyotes from attacking animals.

Commissioner Stein asked Dr. Ellins what advice he would give to people plagued with the coyote problem. He stated the use of lithium chloride in the food. He stated he can be contacted regarding the use of lithium chloride.

Commissioner Exe asked Dr. Ellins what if a child got this. Dr. Ellins stated lithium chloride is an emetic and is not toxic unless taken in large quantities. Commissioner Exe asked where it should be placed. Dr. Ellins stated in the trash and periphery of the property. Commissioner Exe asked about domestic pets. Dr. Ellins stated the coyotes will eat dog food before the domestic pet. He stated use of carcasses from Riverside Humane Society are used as bait to rid coyotes in that area.

PUBLIC COMMENTS

Lila Brooks, Director, California Wildlife Defenders, P.O. Box 2025, Hollywood, California 90028, spoke before the Board and stated there are more experts regarding coyotes than coyotes. She stated the City of Los Angeles has a dog problem, and not a coyote problem.

Bruce Bialosky, Studio City, in the Hills, spoke before the Board regarding having a full hearing regarding coyote trapping to come up with a solution.

Joanna McCullough, Mercy Crusade, Mission Hills, spoke before the Board regarding finding a solution to benefit the coyotes and people involved. She stated Mercy Crusade can assist in finances to move coyotes if relocation is an option.

Diane Parish, representative from Wildlife Protective League, Studio City, spoke before the Board. She stated she is an expert on coyotes. She stated if the City undertakes trapping of coyotes, then the City can be litigated. She urged the City not to reinstate coyote trapping, but educate the public to co-exist with the coyote.

Norma Sandler, Director of Research, Wildlife Protective League, 866 Hilldale, Avenue, West Hollywood, California spoke before the Board and submitted 846 postcards against trapping of coyotes. She proposed a water drip system out of the hills. The public needs to be educated regarding the coyote.

Lindy Green, 11882 Magnolia Boulevard, North Hollywood, California, Animal Rights Activist, spoke before the Board regarding putting food out for animals, as well as providing a water drip system.

Steve Levy, Woodland Hills, spoke before the Board against coyote trapping. He stated we are taking away their land and water, and we should stop tearing away their land.

Barbara Fabricant, State Humane Officer, Canoga Park, spoke before the Board and stated she agrees with Dr. Ellins. He has a sensible solution. She stated we should live with the coyotes which would be beneficial for everyone.

Michael Lazarou, 6000 Malary Avenue, Woodland Hills, spoke before the Board regarding the public safety with use of lithium chloride. He felt it could be dangerous, particularly to children. He discussed a coyote being six feet away from his 19-month old son. He asked where the $100,000 savings is to the City with the ban on coyote trapping.

Bill Dyer, Venice, spoke before the Board in favor of coyote trapping.

Jamie Pinn, President, Pet Assistance, West Los Angeles, urged the Commission not to lift the ban on coyote trapping. She stressed how important education regarding the coyote is.

Diane Glassman, Tarzana, spoke before the Board against the ban on coyote trapping. She stated they are under siege. Her children and animals are in danger.

Joan Luchs, Hollywood Hills, spoke before the Board and stated there is an attitude problem. Money should be spent on education rather than coyote trapping. She recommended to the Commission that there should be a real estate disclosure regarding wildlife.

Eileen Cimorell, Sherman Oaks, spoke before the Board regarding a pet she lost in the flat land area. She is against the ban on Coyote trapping.

Richard Olsen, Studio City, spoke before the Board regarding his dog being killed in a fenced back yard in the flat land area. He stated control is the key and he is against the ban on coyote trapping. He wants our animals protected.

Barbara Henne, 1470 Poppypeak Drive, Pasadena, spoke before the Board in favor of the ban on coyote trapping. She mentioned trying to provide a solution. She praised Lila Brooks, Director, California Wildlife Defenders, for her pamphlet on the do's and don'ts regarding coyote trapping which was prepared in the early 1970's.

Marilyn Grasshoff, Torreyson Drive, Los Angeles, spoke before the Board and stated she lost dogs six months ago, and there are too many coyotes. The coyotes should be neutered.

Dorothy Clewell, Van Nuys, stated her animals are never outside without her. She is in favor of the ban on coyote trapping.

Lois Newman, Cat and Dog Rescue, spoke before the Board regarding the coyotes. She stated in 1973 the Council passed an ordinance which would provide waterholes in the hills for wildlife.

Herb Zoolman, 23115 Ostronic Drive, Woodland Hills, California, spoke before the Board in favor of the ban on coyote trapping. He stated it is a perceptive and responsible policy.

Mary Sheehey, Wildlife Protection League, stated she had petitions from 9,000 residents in favor of banning the trapping of animals. The petition was given to Council.

Susan Kiplinger, Venice, read a report to the Board. Her alternative for consideration is placing lids on trash cans.

Dr. Malvin Sumner, Woodland Hills, spoke before the Board against the ban on coyote trapping. He requested a meeting with Mimi Robins, President of the Board, regarding the format for meeting of January 24, 1994.

Michael Bell, spoke before the Board and stated there are 6,000 signatures opposing trapping of coyotes. He discussed the cost to the Department for trapping coyotes.

Deborah Famiglietti, Los Angeles, spoke before the Board regarding a recent incident where two officers went to Mr. Lazarou's home, and a coyote was shot and killed in Mr. Lazarou's neighbor's yard. She called for a full investigation of the matter.

Michael Klekner, City Attorney's Office, spoke before the Board regarding the Government Code and the legal liability to City regarding trapping or not trapping of coyotes. He stated he disagrees with statements as stated. He stated there is no legal liability to the City for trapping or failing to trap a coyote.

President Robins stated there would be no action by the Commission on this matter today.

The meeting recessed at 11:54 a.m.

The meeting reconvened at 12:18 p.m.

Consideration of Department of Animal Regulation Budget
The General Manager suggested the Budget Committee meet to discuss the Department's budget.

Consideration of AB 302- Spaying/Neutering of Outdoor Cats
Joyce Pieper asked that this item be kept on the agenda.

Lois Newman, Cat and Dog Rescue, read letter to the Board regarding AB 302. She suggested the Animal Regulation Commission go on record as opposing the Bill as prepared by the Audobon Society.

NEW BUSINESS

Consideration of Release of Animals to Non-Profit Organizations who do shelter rescue
President Robins stated the Department allows groups to spay and neuter animals with the proviso that all spay and neuter vouchers used are accounted for. She stated that the Amanda Foundation and Pet Orphans adopt large groups of animals and should be allowed to take those animals and vouchers to their own veterinarians.

Terry Austin, Amanda Foundation, spoke before the Board regarding the current spay and neuter program which does not allow them to take animals to their own veterinarians. She would like to use the veterinarians that have been recruited by the Amanda Foundation for the spay and neuter program because the current veterinarian program cannot accommodate the number of dogs they save. President Robins indicated the Spay and Neuter Committee met and approved those organizations with large volumes of dogs adopted to use other veterinarians for the spay and neuter program.

The General Manager asked Terri Austin if she had other concerns. Terry Austin indicated an AHT is not always available to release animals for adoption. Animals are not being examined before release for spaying and neutering. She is concerned about sick dogs.

Commissioner Bercel stated some organizations do not spay and neuter pregnant animals. Terry Austin indicated it depends on what the veterinarian says. If it is safe for an animal to be spayed or neutered, the veterinarian will do so.

George Phipps, Chief Veterinarian, asked Terri Austin if her veterinarians would be amenable to spaying and neutering at eight weeks. Terri Austin stated she would be happy to show Dr. Ship's veterinarian list. Dr. Phipps stated the Department is able to cooperate and could have handled this a long time ago. The Department was not contacted. Terri Austin stated the issue is also the ability to transport their own pets. It was recommended that Dr. Phipps and Terri Austin communicate with each other regarding this issue. It was recommended a pilot program be implemented for one month. Commissioner Bercel asked if this applies to private citizens. President Robins indicated it does not. Terry Austin asked if the shelters would be told in writing about this issue. The General Manager asked that the Department be given two days to notify the shelters.

Consideration of Discussion of Breed Rescuers

Commissioner Bercel stated you cannot trust anyone when it comes to spaying and neutering animals over six months old. The General Manager stated the Department will look into it regarding Breed Rescuers.

PUBLIC COMMENT

Michael Bell asked the Board to investigate the shooting of a coyote in the Valley recently. He asked that disciplinary action be taken if called for.

Joan Luchs, Animal Alliance, requested a copy of the investigation report on the dog. She asked that the Lost and Found Committee be allowed access to information, rather then going through the Chairperson of the Committee.

Lois Newman, Cat and Dog Rescue, requested the gun policy of Department be changed to no guns being carried in any truck. She asked that a request for a gun be made to a District Supervisor and then to the Chairperson for approval.

Lucille Compos spoke before the Board regarding a revoked dog license from five years ago. She wants the dog's license re-issued. The General Manager indicated he would review the case.

COMMENTS BY BOARD MEMBERS ON ITEMS NOT ON AGENDA

Commissioner Exe stated she is opposed to an Animal Control Officer not being able to carry a gun. In an emergency, it is important an Animal Control Officer be able to put an animal out of its misery with a gun.

Commissioner Stein made a motion to have a day-time meeting on January 24, 1994 regarding the coyote issue. The motion was seconded by Commissioner Bercel. (3 ayes, 1 noe by Commissioner Exe; Commissioner Barrett was absent.)

It was requested the following items also be placed on the January 24, 1994 Agenda: AB-302, Spaying/Neutering of Outdoor Cats; Coyote Trapping; and Department of Animal Regulation Budget.

The meeting adjourned at 1:07 p.m.

February 7, 1994
ATTEST

PRESIDENT

COMMISSION SECRETARY

a:1-3-94

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, March 7, 1994

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Monday, March 7, 1994 in Room 1200, 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Robins and Commissioners Barrett, Bercel, Exe, and Stein.

APPROVAL OF MINUTES: The Minutes of February 22, 1994 were unanimously approved.

STATUS REPORT ON NEWS ITEMS
Nancy Moriarity, Public Relations Representative, gave a status report on news items.

UNFINISHED BUSINESS

Consideration of Department of Animal Regulation Budget
Commissioner Barrett advised that the Department met with the City Administrative Officer and discussed the Department's overall budget proposal. The Department's efforts to reduce spending from the General Fund was well received and gained favorable view by City Hall. The budget process is still going on. We are analyzing the Sterilization Trust Fund and Spay and Neuter Trust Fund. It appears we are in a position to issue 4,000 vouchers within 30 days. Commissioner Barrett cautioned, this is for now. Everyone must remember to use these vouchers very carefully. Also, the value of the voucher will be $20 each. The "Voucher Program Projection of Anticipated Funds" was distributed to the Board. President Robins stated the Budget Committee and Department deserves a big hand--they made very good progress.

Consideration of Proposal Regarding Pot Bellied Pigs

Gary S. Olsen, General Manager, submitted to the Board a memo dated March 7, 1994 to the Board regarding Update Report on Cat Keeping and Vietnamese Pot Bellied Pits. He indicated he met with representatives from the Planning Department on March 2, 1994 to determine their position on two issues before the Board: changing the definition of a cat kennel for the purpose of increasing the number of cats permissible to be kept in the household and legalizing the keeping of Vietnamese Potbellied Pigs as pets in the City. The Board suggested discussion of the Feral Cat item be placed on a future agenda.

The General Manager advised the Board that Planning Department has a problem with the Pot Bellied Pig being kept as pets. A conditional use permit is now required for the keeping of Vietnamese Pot Bellied Pigs as pets in the City. Obtaining a conditional use permit is an expensive and time-consuming process. Generally these permits are granted only in exceptional circumstances. Mr. Janovici, Planning Department, advised the General Manager that this issue would be low priority for the Planning Department because they are immersed in more important issues. Further, that they would not be in support of such an ordinance on the grounds that it would create enforcement problems for Building and Safety. He recommended that the Department contact Arthur Johnson, Executive Officer of the Department of Building and Safety for his input. When Mr. Johnson, Building and Safety, was contacted, he reiterated the position of Planning Department staff on the issue of Vietnamese Pot Bellied Pigs as pets in the City. He stated that Building and Safety would go along with the Planning Department in opposing the keeping of this type of animal as a pet in the City.

The Department recommended that the Commission direct staff to analyze and recommend amendments to the appropriate ordinance to permit the keeping of Vietnamese Pot Bellied Pigs as pets in the City. The Department further recommended that prior to taking any official action on this issue, a public hearing be conducted to provide City residents with the opportunity to voice their concerns and to determine their position on this important issue.

Commissioner Barrett made the following Motion which was seconded by Commissioner Exe: "That the Department proceed with their report and outline options to move along with changing the status of Pot Bellied Pigs in the City. It was also recommended that the Department analyze and recommend amendments to the proposed Pot Bellied Pig Ordinance and hold a public hearing to provide City residents with the opportunity to voice their concerns and to determine their position on this important issue." (Unanimous approval.)

Lois Newman, Cat and Dog Rescue, spoke before the Board regarding the Pot Bellied Pig Issue. She stated she hoped the Department and Commission would draft an ordinance and send it to Council. The Pot Bellied Pig Association can get press releases out and lobby Council to have this passed.

President Robins indicated that the Board will first review the proposed Ordinance, then the Commission will make a decision.

Consideration of Status Report on Renovation of East Valley Animal Care and Control Center

Michael Burns, District Supervisor, and Lou Robins, Chair, East Valley Renovation Committee spoke before the Board. Lou Robins indicated he met two times with Engineering, once in the Valley and once downtown. Michael Burns indicated that the purpose of the meeting was to provide Carmelo Sabatella's group with East Valley Renovation Committee's recommendations. Mike Burns indicated he was surprised with the eagerness and energy which Mr. Sabatella and his group displayed. They are ready to start. Engineering is waiting for Mike Burns to make the changes and apply them to the plans. They need to formulate the Committee's recommendations into the plan. Then the Committee can regroup and change orders can be prepared. Once this is done, the General Manager of General Services can be contacted to request City forces to start on the project.

President Robins thanked Michael Burns and Lou Robins for the wonderful job they have done. There has been wonderful input from citizens and the Department, and it has been an exciting process to watch. Michael Burns indicated construction may start in the Fall. Commissioner Exe asked the General Manager about an infra-red process that might be used in the Shelters. This is used for kennel cough. She thought the infra-red might be incorporated in the East Valley renovation plans. The General Manager indicated that the former Chief Veterinarian, Dr. Walter Ziegler, did a study on that. He said he would investigate and see if we can come up with his report. Commissioner Exe asked what amount was in the Animal Welfare Trust Fund. The General Manager indicated $275,868.28 plus interest is currently in that fund. Commissioner Exe asked if that Trust was for East Valley renovation. The General Manager indicated that was the current figure.

Commissioner Barrett requested the Department provide a monthly report on the first of each month to the Board which shows figures regarding the Trust Funds.

Lou Robins stated he wanted to thank Carmello Sabatella and the entire task force for their efforts and outstanding cooperation on the East Valley Renovation project. It was requested the Board send a thank you letter to Robert Horii to show appreciation for the tremendous cooperation received.

Consideration of Status Report on Lost and Found Pet Program
Gary Olsen indicated he sent a memo to Michael Burns and Jack Nylund regarding RFP for Lost and Found Pet Program. He asked a draft report be submitted to him by March 18, 1994.

PUBLIC COMMENT
Lois Newman, Cat and Dog Rescue, spoke before the Board regarding an Ordinance in the Food and Agricultural Code which concerns Lost and Found Pets. She feels people should be given an opportunity over the phone to describe a pet, This information would go onto the computer. If this system was set up, the City could make money on it.

Joan Luchs spoke before the Board. She thanked the Board for expediting the RFP for Lost and Found Pet Program. She also asked that the Department advise Animal Control Officers not to tell the public that there may be a City cat license on the books. She also asked the Department to generate a memo regarding sanitary procedures in the Shelters. She feels this should be tightened up as soon as possible.

Patricia Bell Hearst inquired about the Adopt a Pet Day program. President Robins indicated the General Manager could comment on this in the General Manager Comment section of Agenda.

GENERAL MANAGER'S REPORT
The General Manager gave an update in regard to the earthquake and stated there were many lost animals. The Department was able to reunite animals with their owners at a record level. Homes were found for strays at a record level. There was a tremendous response from the community, and the Department is proud to have been a part of this effort. Gary Olsen stated everyone is to be thanked for their participation.

The General Manager submitted the Department's Representation - Proposed Policy. This proposed policy is related to the representation function of Department employees. Gary Olsen asked the Commission to review this policy and submit their comments to the Department by March 14, 1994. Gary Olsen gave a status report on animals at the East Valley Shelter. He stated we are coming to a closure on ability to keep all animals taken in. He thanked Veterinary and private sector for helping the Department regarding Earthquake animals and other animals taken in during the last few months. Gary Olsen invited the Commissioners to attend the RACO graduation on Saturday, March 12, 1994 at 12:30 p.m. He also mentioned that the Mayor very much wants the Department to succeed and the Mayor is pleased with the Department's accomplishment in the last few months.

Commissioner Exe asked Mr. McDorman how long it had been since Orange County trapped coyotes. Mr. McDorman indicated it had been seven years. They have found no problem since then. The General Manager asked why Orange County stopped trapping. Mr. McDorman stated it is a cruel and inhumane method. They are not in the killing business, nor do they want to be in the killing business. He stated trapping coyotes is not the answer. Commissioner Barrett asked since there has been a change in the population, has there been a change in the number of incidents. She also asked about their education problem. Mr. McDorman stated they have a full time Public Education Officer. There is coverage by the media. They canvas the area. These things are the biggest help for citizens. Commissioner Stein asked if during the fires, there was an increase in coyotes. Mr. McDorman stated there was no increase. When Mr. McDorman was asked by President Robins about their statistics on the coyote, Mr. McDorman stated they keep no statistics on the coyotes.

Martine Colette, Wildlife Way Station, indicated she has been handling wildlife for 25 years. She has total empathy for those people who have lost their pets. She stated that coyote trapping is not the answer. It creates an artificial void, which in turn creates a larger problem in those areas. She suggested wireproofing the habitat, reading literature. She has many years of experience, and trapping is not a solution. She asked that she be able to help with a solution in their various communities.

Presentation on Available Alternatives:

Dr. Mal Sumner stated the problem regarding coyotes is that they were here first. He stated he has been here for 35 years. Until July, 1993, after the ban on coyote trapping, they had no problems what so ever. He stated trapping coyotes is not a solution, but trapping to keep them under control is a solution. The coyote is a smart animal. If he sees his friends trapped, he will not come to the area. He stated they are not asking the Department to trap coyotes indiscriminately. Dr. Sumner stated according the General Manager's figures, 37 coyotes have been trapped out of 5,000. He questioned why destroy hundreds of pets or children that could be insured. Dr. Sumner read letter dated July 6, 1993 to All City Council Members from Rita Hoisch, President, Board of Animal Regulation. In that letter President Hoisch stated the reason the Board took its action was first and foremost coyotes pose no threat to humans. Dr. Sumner then mentioned 17 episodes of humans being bitten by coyotes. Some of the cities mentioned were San Clemente, Glendale, and Yorba Linda. He said, "don't tell me coyotes have never bitten a human being." Dr. Sumner then discussed food aversion with lithium chloride which was brought up at the a Commission meeting. He stated he talked to the UCLA and SC Pharmacology Department, and they never heard of Lithium Chloride.

Dr. Sumner mentioned letter to Councilman Braude dated July 1, 1993 from Elza A. Lee, General Manager. He stated the letter mentioned that a full public hearing be made, but the Commission said no. He stated the Commission did not give the residents service and the public is frightened. Coyotes are there all day long. He requested the ban be taken off trapping. All the Department loses is 37 coyotes and save pets and children and one's sanity. He requested the Board do the right thing.

Commissioner Barrett stated she understands his concerns. She asked what problems he has with suggestions on how citizens can protect themselves from coyotes. Dr. Sumner stated we live in homes, not barracks, not in the Army corps. Commissioner Barrett stated she heard from discussion about private firms that do trapping for hire. She asked about citizens possibly contracting with private firms regarding coyote trapping. Commissioner Barrett stated the prior Commission changed the coyote trapping policy. Dr. Sumner stated you have not made any plans to make any changes whatsoever. Commissioner Barrett stated that this Commission is now hearing the issue and will make a decision.

President Robins indicated the letter from Rita Hoisch dated July 6, 1993 indicated the City of Los Angeles has no record of coyote bites. Commissioner Bercel asked Dr. Sumner where he got his figures on coyote bites. Dr. Sumner stated he got his figures from newspaper clippings. Commissioner Stein asked Dr. Sumner if the places where the bites occurred had reinstated a policy on trapping. Dr. Sumner referred to a memo to the Commission from Gary Olsen regarding Method for Handling Coyotes by Other Agencies. This memo mentioned a telephonic survey of various agencies throughout the state relative to their handling of coyote problems was conducted. Out of 13 agencies contacted, two agencies set traps, and one agencies allowed ranches to handle the problem if it was a danger to their livestock.

Dr. Sumner asked that where there have been coyote problems, to please assist.

Commissioner Barrett mentioned again that this Commission is hearing this and did not pass the ban on coyotes. She asked Dr. Sumner's concerns regarding citizens hiring private contractors. Dr. Sumner stated because of the addition of taxes, we should not have to pay any funds. Commissioner Exe asked the General Manager if he was aware that private contractors use leg-hold traps.

COMMENTS BY BOARD MEMBERS ON ITEMS NOT ON AGENDA

President Robins advised that her neighbor adopted a dog from East Valley that was one of the earthquake victims. The dog is wonderful and her neighbors are looking for a brother or sister for their new dog. She stated the Department does a lot of things and she wants to go on record as saying thank you for all the Department has done, starting with handling the fires, earthquake, floods, etc.

Commissioner Exe asked if signs would be posted at the Shelters regarding the March 23, 1994 Commission meeting regarding Coyote Issue.

Commissioner Stein asked if there is still enough room for animals at the East Valley and West Valley Shelters. The General Manager indicated the Department has leveled off to regular business. Things are starting to taper off. We are not, however, euthanizing as many animals. In the Summertime there seems to be more animals.

Commissioner Bercel stated she was at West Los Angeles Shelter, and never before has she seen so many animals that were altered. The number of altered animals is increasing.

The meeting adjourned at 11:02 a.m.

April 18, 1994
ATTEST

Annie Robins
PRESIDENT

Estelle Haupt
COMMISSION SECRETARY

a:3-7-94

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, March 6, 1995

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular session on Monday, March 6, 1995, in Room 1200, 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Barrett, Vice-President Avila, and Commissioners Robins, and Afriat.

APPROVAL OF MINUTES: Commissioner Robins made a motion to return the Minutes of February 6, 1994 for changes. Commissioner Avila seconded the motion. The motion was passed unanimously.

UNFINISHED BUSINESS

Status on Public Relations Items

Gary Olsen, General Manager, commented on billboards created by the artwork of a grade school student on Sherman Way above Tomy's Burgers, and on Vermont in the Central City. He thanked Susanne Lewis and Derrick Hill for attending the unveiling ceremonies.

Mr. Olsen presented the Commission with a Spay Day in L.A. Declaration. He thanked Councilwoman Ruth Galanter and the 21 participating humane organizations for their efforts.

Consideration of Facilities Renovations

Mr. Olsen introduced Vincent Yu, Architect and designer of the planned South Central Animal Care and Control Center. Mr. Yu updated the Commission on the design of the center, emphasizing its place as a showcase for the community. Mr. Yu said the shelter will provide for the welfare of animals as well as give public important information. Mr. Yu, while displaying blueprints to the Board, mentioned that the facility would include educational rooms, and orientation areas where prospective owners and pets could get acquainted. There will be an improved air circulation system to decrease the spread of airborne diseases. Mr. Yu cited space limitations in the area which would demand a three-story building. Mr. Yu discussed other features ranging from color scheme to intercom communication within the shelter.

Mr. Yu stated there will be 56 runs in eight kennel areas. There will be two operating rooms.

Mr. Olsen indicated that East Valley renovation plans had returned to Plan Check for minor changes. Commissioner Robins asked when construction would actually take place. Mr. Olsen said he had asked the same question, but was not given a definite timetable. He mentioned that George Weissman, District Supervisor has made this project his top priority.

Regarding Harbor shelter, Mr. Olsen said he received a memo from Councilman Svorinich's Chief Deputy, requesting a meeting to discuss Harbor shelter repair requests over the last five years. Commissioner Robins reminded the Department to notify General Services Department of this meeting, as well as the upcoming Open House at Harbor shelter. She indicated that General Services might find it difficult to explain why these repair requests had not been completed in nearly five years. Mr. Olsen said Jerry Greenwalt, Assistant General Manager was now in charge of the Harbor project.

Consideration of the Department of Animal Regulation Budget

Mr. Olsen said he and President Barrett met with Mayor Riordan to discuss the Budget Proposal for 1995-96. Three options to the Mayor's proposal were issued to provide an idea of what might happen with its implementation. These negative options were closing facilities; closing the shelter to the public on some days; or closing facilities from 6:00 p.m. to 7:00 a.m. daily, with no animal care during that period. Revenue packages were also discussed, including dog and cat licensing.

Currently the Department charges $10 for a license for altered dogs, and $20 for a license for unaltered dogs. The Department hopes to raise these fees to $12 and $25 respectively. This would result in $512,000 in additional revenue. Also the rate of license collection will increase this year. Commissioner Afriat asked the percentage of altered vs. unaltered dogs. Mr. Olsen mentioned that 56% of licensed dogs are altered. Commissioner Afriat called for an even wider gap in license fees. After discussion, Commissioner Afriat made a motion that the Board authorize the Department to not increase fees to $12 for altered dogs, but to increase fees for unaltered dogs no more than $32 ($32 being calculated as the amount needed to reach the projection of $512,000). Commissioner Robins seconded the motion. It was passed unanimously.

President Barrett mentioned that the reason cat licensing was included in the budget package was to determine if it could be implemented without a lengthy public discussion. Mr. Olsen added that 40% of animals impounded are cats. Less than 1% are redeemed. This costs approximately $700,000 annually. Of this, only $30,000 is recouped. Commissioner Afriat proposed a cat license fee in the area of $3 for altered cats and $15 for unaltered cats.

Mr. Olsen said the Department continues its search for a new Chief Veterinarian. He mentioned that the current Veterinarian is not licensed to purchase drugs for the Department. On April 1, 1995, the Department may run out of Euthanol if alternate arrangements are not made.

Bernie Leichter, Personnel Officer, said the Department requested a certification list for the top six Chief Veterinarian candidates. Only two responded as of this date. The Department then requested the remainder of the list. All eligible have until Friday, March 10 to respond. If it is determined that there is a most qualified candidate, who passes medical check, that candidate will then be hired.

Mr. Olsen mentioned that the SCVMA will assist the Department in ordering drugs if necessary.

Consideration of the Volunteer Program

Lt. Nancy Moriarty asked the Board to consider volunteer veterinarians who might be willing to assist the Department.

Ms. Moriarty mentioned that all Lost & Found boards had been revised and have been put in place in all shelters, with the exception of Harbor shelter.

Ms. Moriarty mentioned that telephone lines will be installed for volunteers at the various shelters. There has been authorization for Voice-Mail for these lines.

There have been successful Open Houses at West Los Angeles and West Valley shelters. Open Houses are planned in the near future for East Valley and Harbor shelters.

Mobile Pet Adoptions (Homeward Bound) were held, at Westside Pavilion, Armstrong's Lumber, Century City & Topanga Canyon Plaza The MPA's are splitting from the Volunteer Coordinator, due to the numbers of MPA coordinators able to insure its continuation.

PUBLIC COMMENTS

Lois Newman spoke before the Board regarding the National Shelter Statistics Study, and an article entitled "Do Breeding Bans Work?" She also introduced information on the San Francisco Animal Shelter.

Joyce Pieper spoke before the Board regarding distributing City Vouchers for all citizens paying the "unaltered differential fee."

Carol Neu spoke before the Board requesting to be added to a later agenda regarding Pet Tattooing.

GENERAL MANAGER'S REPORT

Miguel Munoz reported on an October 1992 Directive ordering the Department to explore more aggressive methods of obtaining dog licenses. The Private Veterinarian License Application Program was designed to require all veterinarians, pet stores, and breeders to obtain animal licenses. The City Attorney said that this would not be feasible, according to Linda Gordon, who added that private enterprise cannot be required to enforce laws. The Department suggested a volunteer program where veterinarians would solicit their clients to obtain licenses. Veterinarians would be compensated $2 per license. A list of 141 veterinarians is currently being compiled.

Mr. Olsen highlighted from his Monthly Report, items including a protest of conditions at the South Central facility. Mr. Olsen mentioned that the City Attorney had reviewed the ordinance for non-City residents adopting animals. He mentioned that this will become law thirty days after the Mayor gives his approval.

Mr. Olsen stated that the Coyote Trapping/Education Program, and personnel unfreeze has been approved by the City Council.

COMMENTS BY BOARD MEMBERS ON ITEMS NOT ON AGENDA

Commissioner Robins mentioned the Pet Overpopulation workshops scheduled for April 17 & 18 at 650 S. Spring Street.

President Barrett considered possibly conducting some future Board meetings at shelters.

The Board adjourned at 12:25 a.m.

3-7-95

ATTEST

Sue Barrett

PRESIDENT

COMMISSION SECRETARY

c:3.6.95

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, August 1, 1994

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular Session on Monday, August 1, 1994 in Room 1200, 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Robins and Commissioners Stein and Bercel.

Members Absent: Commissioner Barrett.

UNFINISHED BUSINESS

Consideration of Department of Animal Regulation Budget
The General Manager asked to speak about the budget in the General Manager's Report.

Consideration of Status Report on Volunteer Program
Nancy Moriarty, Volunteer Coordinator, said most movement in the program was on hold, pending a meeting of the Volunteer Committee Friday at East Valley Animal Care and Control.

A Committee personnel list was submitted to the General Manager for consideration and approval. The General Manager read the list to the Board. Members were: Sr. ACO II Robert Pena, ACTS Tom Hudson, ACT Jerry Krause, Volunteer Coordinator Nancy Moriarty, Volunteer Jamie Pinn, and Commissioners Bercel and Stein.

President Robins asked if VSA had been asked to participate in the Committee meetings. The General Manager stated he had contacted VSA President Jane Bronson and that there would be a meeting August 6, 1994 at East Valley Animal Care and Control. Commissioner Stein explained that she and Ms. Moriarty felt a small core committee, mostly of Department personnel, was best for the initial program. The General Manger expected heavy participation from all humane groups in the future.

President Robins asked that Minutes be taken of all volunteer committee meetings.

Ms. Moriarty reported on the Mobile Pet Adoption (MPA) last weeken at Woodley Avenue Park. She counted 50 animals sold in all four previous MPA's. The Department has tentatively set up an MPA at the Century City Mall September 13 & 14 1994 The General Manager added that the Department is also currently negotiating to get MPA's on the property of K-Mart and Vons.

When asked by the Board how citizens interested in the pets were screened, Ms. Moriarty indicated that all citizens are verbally screened as much as possible. Only then are they allowed to interact with the animals.

APPROVAL OF MINUTES: The Minutes of July 5, 1994 were unanimously approved.

Consideration of Facility Renovation

The General Manager anticipated a report from East Valley District Supervisor Michael Burns. Mr. Burns had contacted the Sr. Architect on the East Valley Renovation, and indicated that there would be an additional inspection of the facility today. Also, work scheduling would be addressed this afternoon.

GENERAL MANAGER'S REPORT

The General Manager had requested Sr. Systems Analyst II Jack Nylund to prepare a flow chart showing status of all Department projects. A draft copy was presented to the Board. The General Manager acknowledged the chart was incomplete, omitting various projects, contracts, and work assignments. However, he noted one example: "Proposed New and Increased Departmental Fees." On the chart, he traced the progress of the project up to a Public Safety's recommendation to the City Council on August 2, 1994.

The General Manager told the Board that Public Safety recommends approval of all fees, except equine license fees, and barking dog administrative hearing fees. The Committee would alter the fees proposal whereby losing parties pay for administrative hearings. Also the Committee would want the Animal Regulation to consult with Recreation and Parks to develop a plan to recover costs from the Equestrian Facilities Trust Fund.

The General Manager said that the Department is making progress on the Licensing Contact.

The General Manager announced that Nancy Moriarty and Telecommunications produced a Spay and Neuter Public Service Announcement. Ms. Moriarty then presented the 60 second videotape PSA "Sam Spayed" to the Board.

Consideration of Status Report on Pot Bellied Pigs

Linda Gordon presented a report which analyzed the issue of keeping pot-bellied pigs as pets in the City. The Department felt that it would be best to classify these animals as exotic pets, including them in an existing permit keeping system. Ms. Gordon emphasized the importance of differentiating pot-bellied pigs as pets from other pigs, which created a public nuisance and gave rise to current swine-keeping zoning regulations.

Ms. Gordon's report included a $130 fee, agreed on by the CAO, Mayor and City Attorney. This fee will help Animal Regulation recoup its cost for processing of permits. Provisions allowing one pot-bellied pig per household, and spay and neutering requirements would prevent the pigs from being used for breeding purposes.

Veterinarians determined that males could be neutered as early as two or three days. However, tusks will still grow in neutered males. These could cause injury to humans and it is recommended that they be removed. Females could be spayed at three months of age. The Department is compiling a list of Veterinarians which handle pot-bellied pigs.

Ms. Gordon suggested that the Department develop a pamphlet on proper care of the pot-bellied pigs.

Commissioner Stein asked that Ms. Gordon's report be submitted to the proper authorities with the following amendments: a) that the permit fee be changed to $130 per household; b) that each household be allowed a maximum of two pigs.

PUBLIC COMMENTS

Lois Newman spoke before the Board regarding the National Cruelty School, and the Animal Welfare Trust Fund.

Judy Cairns spoke before the Board regarding her concern over a fisherman and the death of a sea lion at a Harbor warehouse.

President Robins asked that the Sergeant's Biological item be moved to the first Commission meeting in September 1994. Also, elections should be scheduled for the next Commission meeting. President Robins also asked that a system of accountability be developed by the Department possibly under Goals and Objectives.

Commissioner Bercel asked about Cruelty complaints. The General Manger said that the Department receives such complaints every day, and all complaints are investigated. Commissioner Bercel said that no reports on these complaints ever reached the Board. The General Manager said that these usually do not come to the Board's attention unless they are highlighted by the media. The Department often gains prosecution in these instances, and always follows through on each cruelty case filed.

The meeting adjourned at 11:15 a.m.

Oct 3, 1994
ATTEST

Mimi Rollins
PRESIDENT

COMMISSION SECRETARY

c: com94.81

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, July 18, 1994

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular Session on Monday, July 18, 1994 in Room 1200, 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Robins and Commissioners Barrett, Stein and Bercel.

APPROVAL OF MINUTES: The Minutes of June 20, 1994 were unanimously approved.

UNFINISHED BUSINESS

Status on Public Relations Items
President Robins said that she monitored news of the Mobile Pet Adoption. It was covered by the local media, including several radio and television stations.

Consideration of Department of Animal Regulation Budget
The General Manager announced that the CAO has the report which will go to the Personnel Committee and Budget and Finance Committee on Department position unfreezes. Jerry Greenwalt, Assistant General Manager, said a motion submitted by Councilwoman Ruth Galanter, and a letter to Mayor Riordan, were combined and sent to the CAO. No time estimate was given for review of this report. President Robins called for Personnel Committee to request it from the CAO, hoping to speed the procedure.

Consideration of Department Fees
The General Manager announced that a Department Fee schedule will be submitted to Public Safety Committee on July 25, 1994 as Item 11. This schedule omits Barking Dog Hearing Fees, and Equine Fees. Regarding Equine fees, the CAO recommended that Animal Regulation meet with Recreation and Parks to develop alternate methods of reimbursement to Animal Regulation.

On Barking Dog Fees, President Robins cited fees charged by other by other agencies. She wondered why those other agencies' fees were justified more than the Barking Dog Fees. The General Manager said the CAO felt citizens found not guilty should not pay a fee.

Commissioner Stein asked about changes in this proposal which would shift payment of fees to citizens filing charges.

Commissioner Barrett also asked that the Budget Committee fully review and analyze the fee schedule with Department staff before submitting the complete package.

Consideration of Status Report on Volunteer Program

Nancy Moriarty, Volunteer Coordinator, distributed a status report on the Volunteer Program. She outlined its structure, goals, and objectives; including adoption of pets, and community relations.

Commissioner Barrett approved the application form for the volunteer program, noting that it addressed the problem of language barriers. She cited instances when she had observed non-English speaking citizens having difficulty obtaining service in the shelters.

Commissioner Barrett asked about the chain of command in the shelters, noting that volunteer coordinators reported to the Animal Care Technician Supervisors (ACTS). The General Manager explained how District Supervisors direct Sr. Animal Control Officers II (Sr. ACO II's) at each shelter. Under Sr. ACO II's, shelters are divided into clerical and kennel units. ACTS act as overseers of the kennels. Commissioner Barrett then asked why volunteers would not report to Sr. ACO II's, who run total shelter operations. Ms. Moriarty said ACTS are more familiar with areas in need of immediate attention, as well as kennel schedule coordination. Commissioner Barrett did not want a barrier between Sr. ACO's and the Volunteer Coordinator.

President Robins noted increased volunteerism since the 1994 earthquake. Jamie Pinn, Pet Assistance Foundation, called for improvements in relations between shelter staff and volunteers; clearer definition of volunteers' duties; and clearer Department euthanasia policies.

Ms. Moriarty acknowledged that factions had developed due to a lack of planning in advance. She said the staff at the shelters were unclear on what authority they exercised over the volunteers, or the volunteers' primary purpose. President Robins asked about the numbers of volunteers in the shelters. Ms. Moriarty noted the Department will not aggressively recruit volunteers until a program foundation is laid. She counts 15 to 20 at West Valley, 5 at North Central (not including special project youths), 1 at Harbor, and she is holding applications for volunteers at East Valley. Ms. Moriarty estimates one year to develop a smoothly operating volunteer unit.

President Robins said she has access to six additional computers for a developing lost and found program. She also said Commissioners Stein and Bercel were appointed to the Volunteer Committee

Ms. Moriarty hoped for new direction in the Reserve Officer program. She praised their performance during the recent earthquake emergency.

Lois Newman addressed the Commission on behalf of VSA.

Jane Bronson, VSA, addressed the Commission, stating that VSA had no problems getting along with staff at any of the shelters.

Consideration of Update on Voucher Program

Mr. Greenwalt said there was a request to print vouchers by October 1, at the end of Phase 5. Commissioner Robins again directed Meyer Levine to write a report on even distribution of vouchers, noting this request had been made at an earlier commission meeting.

Mr. Greenwalt said 10,000 vouchers would be made available per phase, with the Department distributing 8 books per organization initially. Organizations running short can make requests for more books. The Controller and City Attorney recommended that these not be distributed through the mail. President Robins asked for more information on distributing these books though shelters, as well as using a stamp instead of printed vouchers.

After Lois Newman questioned the number of vouchers being provided to humane organizations, Commissioner Barrett responded that there were no voucher program entitlements. The Department was not responsible for providing these organizations unlimited vouchers.

Commissioner Barrett asked that a written outline be provided, giving a timetable for the distribution program. She would like to know the most sensible way of distribution of vouchers. Commissioner Bercel added that the phases might coincide with the heat cycles of animals.

Consideration of Goals and Objectives of the Department of Animal Regulation

Linda Gordon distributed a mission statement to the Board. She said it was determined that there should be two separate Goals and Objective plans; one for the General Manager and one for Employees. Commissioner Barrett asked that the mission statement be reviewed by all Commissioners.

PUBLIC COMMENTS

Jamie Pinn spoke before the Board on non-City resident adoptions.

Lois Newman spoke before the Board on policies of the County vs. the City.

GENERAL MANAGER'S REPORT

The General Manager proposed a change to the Administrative Code which would allow the Department to alter all dogs and cats leaving animal care and control facilities.

Mrs. Gordon said this amendment was submitted in May 1993. Commissioner Barrett suggested that the Department try to have this passed through State legislation. The State would then order the City to comply.

The General Manager said General Services will purchase modulars for the South Central facility. The current shelter will then be bulldozed. Also, the CAO has increased funding for the facility by $600,000 for a total of $4,225,000.

Commissioner Barrett asked that "facility renovations," including East Valley and Harbor be included in each agenda. The General manager said construction began on Harbor shelter last Monday.

The General Manager stated Mayor Riordan visited North Central last Wednesday. The Mayor said he would look favorably on a new computer system for AMIC, if requested in the new budget proposal.

The Lost and Found Services proposal went to Public Safety Committee on July 1. They requested that an RFP be released immediately, with a report back to City Council on recommendation for a vendor.

A letter was received from SCVMA, asking to be considered for an RFP on spay and neuter clinics.

COMMENTS BY BOARD MEMBERS ON ITEMS NOT ON AGENDA

Commissioner Stein asked Mr. Greenwalt to research State law and City law to check on special circumstance animals such as dangerous animals, or an animal being held for court cases, etc. She was concerned about the amount of space those animals took up in the facilities. Mr. Greenwalt was unable to provide any information, but said that he would check into it.

The General Manager said he would have a meeting Thursday to discuss utilizing all empty shelter space, including the transfer of animals from crowded facilities to those with more space.

The meeting adjourned at 11:38.

September 12, 1994
ATTEST

PRESIDENT

COMMISSION SECRETARY
c:7-18-94

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, August 15, 1994

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular Session on Monday, August 15, 1994 in Room 1200, 419 South Spring Street, Los Angeles, California 90013.

Members Present: Commissioners Barrett, Avila and Bercel.

Members Absent: President Robins and Commissioner Stein.

APPROVAL OF MINUTES: The Minutes of July 20, 1994 were unanimously approved.

PUBLIC RELATIONS ITEMS

The General Manager stated that on August 21, 1994 between 11:00 a.m. and 3:00 p.m., a Mobile Pet Adoption (MPA) will be held at the Body Shop at the Century City Mall, a joint effort of West Valley and West Los Angeles Animal Care and Control Centers.

GENERAL MANAGER'S REPORT

The General Manager presented a 20-year service pin to Lt. Tim Goffa .

The General Manager presented the Board with samples of plates that Lt. Fred Michael had designed as awards for a "job well done."

UNFINISHED BUSINESS

Consideration of Facility Renovation

The General Manager announced the beginning of the Harbor renovation. An additional $2000 had been requested for construction costs. The project should be completed by September 1994.

The General Manager stated he consulted with the architect on th South Central facility project. Plans will be forwarded to th Cultural Affairs Commission. The new facility will be constructe on the site of the old facility once demolition is completed Mobile modulars will be installed at a South Central site durin the interim.

District Supervisor Michael Burns updated the General Manager o the East Valley Rennovation plan. Plans should be finalized b September 1994. A report from Mr. Burns is forthcoming.

Consideration of Department of Animal Regulation Budget

The General Manager announced that the Department Fee Increases, (except Barking Dog Hearing Fees; and Equestrian Tax, in which a six dollar raise was requested) were approved by the City Council on August 3, 1994.

Regarding the Equestrian tax, Councilman Richard Alarcon had requested that the Government Efficiency Committed review this tax. The General Manager referred to a project flow chart in the Commissioners' package, listing a tentative effective date of fee increases as of September 1994.

Consideration of Status Report on Volunteer Program

The General Manager met with volunteers last Thursday at West Valley Animal Care and Control. He was hopeful that the meeting cleared up many questions about euthanasia, adoption, and working with shelter personnel.

Nancy Moriarty reported on the first meeting of the Volunteer Program Committee at East Valley on August 5, 1994. Present at the meeting were Commissioners Stein and Bercel, Lt. Bob Pena, Jamie Pinn, ACTS Tom Hudson, Moriarty, and representatives of Pet Orphans, Dog and Cat Rescue, and VSA. Goals of the committee were discussed, including developing a viable program with short and long term goals.

The Committee developed a Needs Assessment Survey, to be presented at their next meeting on Friday at East Valley. Also other volunteer programs in the City will be reviewed. Methods of funding, as well as the structure of the program will be reviewed. This will help determine if the program will be a separate non-profit body, or an appendage of the Department itself. Also, a Manual of Procedures is being developed. At the meeting, the President of VSA, Jane Bronson, expressed interest in continuing to work with the Department.

Commissioner Barrett explained to the newest Board Member, Commissioner Avila, that VSA had been formed about 20 years ago and had been the main volunteer coordinating arm of the Department. At that time, the Commission served in an advisory capacity. After its upgrading as head of the Department, the Commission felt a need to more directly manage the volunteer program and expand it. The Commission encourages VSA to continue its participation, though in conjunction with many organizations.

Commissioner Barrett added that, in other causes she worked for, more than one non-profit organization is involved. These non-profit organizations joined to form coalitions. Commissioner Barrett offered to assist Ms. Moriarty in investigating how these coalitions were managed, as well as detailing their structure.

Consideration of Goals and Objectives of the Department of Animal Regulation

Linda Gordon presented a draft of the Department Goals and Objectives. The General Manager asked that the Commission review the draft for the next meeting. Ms. Gordon said that a Public Relations document is being developed as well.

Arthur Margolis spoke before the Board, and presented material on Department accountability; and spoke about a "West Valley Rabbits" incident. Commissioner Barrett then requested that Mr. Margolis submit a letter to the Department itemizing his concerns.

Joyce Piper spoke before the Board, and expressed concern about reducing the rate of euthanasia at the shelters. She hoped that this would be a top goal of the Department.

Election of Officers

Commissioner Bercel nominated Commissioner Gini Barrett as President, and Commissioner Al Avila as Vice-President. Commissioner Avila seconded the motion. The vote was unanimous in favor.

PUBLIC COMMENTS

Bill Dyer spoke before the Board, and asked that a sign be posted stating the Department's euthanasia policy, especially to alert citizens about owner-released animals.

Joyce Piper spoke before the Board to oppose the Sergeant's Biological proposal.

Joan Luchs spoke before the Board about the euthanasia procedure; coyotes; and the recent earthquake.

Cindy Caughlin spoke before the Board about the death of her dog "Shadow."

Arthur Margolis spoke before the Board about the "West Valley Rabbit" incident.

GENERAL MANAGER'S REPORT

The General Manager announced a meeting with the SCVMA, and valley equestrian groups regarding emergency preparedness procedures.

Pointing to an enhanced project flow chart, the General Manager stated that the Coyote Proposal has been in the City Administrative Office (CAO) since June 29, 1994. He then referred to a proposal on non-City Adopted animals which has moved to the Mayor's office. President Barrett stated that the Board had received no flow charts and would give the General Manager time to provide charts to them.

The Board recessed at 11:18 a.m.

The Board reconvened at 11:25 a.m.

The Item 2, 5.199: Non-City Adoptive Animal Proposal would amend the Administrative Code to alter all dogs and cats adopted from Los Angeles Animal Care and Control Centers. President Barrett asked about the possibility of going through the State to pass laws which would override the City laws. The General Manager said that he was aware Senator Roberti was drafting a letter addressing that issue to the Department.

Referring again to the chart, the General Manager said the Coyote Report was sent to the CAO; The Pot-Bellied Pig Proposal was sent to the Mayor's office on August 8th; and the Dog and Cat Lost and Found Proposal had been sent to the City Council July 6th.

President Barrett while reminding the Board that the flow chart was an incomplete draft, expressed approval of the format. She reminded the Board that months of follow-up work are needed.

The General Manager said he had been invited to join the SCVMA to alter a six-week old female puppy. This was part of an effort to make the public aware that they could alter animals at an early age.

President Barrett requested that the General Manager return in 3 days with a report on SCVMA suggestions for changing interna Department policy to spay and neuter all animals in the shelter She also requested suggestions from veterinarians who treat shelt animals most frequently.

The Board adjourned at 11:45 a.m.

Oct 3, 1994
ATTEST

PRESIDENT

COMMISSION SECRETARY

c:8-15-942

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, September 12, 1994

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular Session on Monday, September 12, 1994 in Room 1200, 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Barrett and Commissioners Avila, Robins, Stein and Bercel.

APPROVAL OF MINUTES: The Minutes of August 1, 1994 were unanimously approved.

UNFINISHED BUSINESS

Consideration of Sergeant's Wholesale Biologicals

Linda Gordon discussed Sergeant's Biological's Proposal (SBP) to buy dead cat carcasses for resale to educational institutions. This would have no negative affect on Department operating expenses. The current animal disposal contract with the Bureau of Sanitation and West Coast Rendering Company costs the City $78,600.

Ms. Gordon presented a report including a survey of companies currently contracting with Sergeant's. Companies surveyed reported that Sergeant's history of service and timeliness of payments was acceptable. The Department estimated a minimum of $52,000 in revenue.

Ms. Gordon stated that the Department recommended that with the approval of the Commission, it be allowed to seek a Request For Proposal from any biological company.

Bill Dyer spoke before the Board to oppose the SBP.

Jamie Pinn spoke before the Board to oppose the SBP, and announce that Petco might rethink its participation with the Department's volunteer program.

Lois Newman spoke before the Board in favor of the Sergeant's Biological Proposal if the money could be earmarked for neutering and spaying cats.

Susan Kiplinger spoke before the Board to oppose the Sergeant's Biological Proposal.

Michael Bell spoke before the Board against Sergeant's Biologicals, and to question premature euthanasia in relation to the proposal.

Joyce Piper spoke before the Board to oppose the Sergeant's Biologicals Proposal.

Carol Ellis spoke before the Board to oppose the Sergeant's Biological Proposal, citing bad public relations.

Commissioner Stein asked if Sergeant's Biologicals would make collection rounds at each shelter. The General Manager said that they would, twice a day if necessary.

Commissioner Robins expressed her opposition to the RFP, calling it "ill-gotten gain." Commissioner Bercel then expressed her opposition to the RFP.

Commissioner Avila asked for more detail on the current Contract with West Coast Rendering. The General Manager explained that the Department takes in, euthanizes and refrigerates animals; Sanitation delivers animals to West Coast; the City pays West Coast approximately $80,000 per year from the General Fund, according to a contract controlled by General Services.

President Barrett suggested that the Department proceed with the RFP, stating that the Department was desperate for funds. She added that only a small percentage of cats were redeemed or sold, and she did not feel any employee would be encouraged to prematurely euthanize an animal in connection with this proposal. Commissioner Stein expressed her opposition to the RFP. She argued for the Department's work to change it's public perception, and the success of the Mobile Pet Adoptions.

President Barrett reminded the Board that the Department will not be able to move forward with Mobile Pet Adoptions and other programs as it wishes because of lack of funds. She stated that she did not hear anyone opposed to the proposal presenting any alternative for fund raising.

Commissioner Robins made a motion that the concept of selling animals for any purpose in the City of Los Angeles be dismissed. Commissioner Stein seconded the motion. It was approved with Commissioners Stein, Robins, and Bercel in favor; and President Barrett and Vice President Avila opposed.

Commissioner Bercel called for a committee to consider alternate ways to raise funds with Michael Bell as Chairman. Vice President Avila also called for a report from the Department on the West Coast Contract.

Consideration of Facility Renovation

The General Manager and Jerry Greenwalt, Assistant General Manager, indicated they met with Councilman Svorinich to discuss the Harbor Shelter. The Councilman asked the Department to work with the 186th Street Elementary School on an Adopt-a-Pet Day. Construction repair work on the facility is proceeding smoothly.

The General Manager then presented a preliminary architectural rendering of the planned South Central facility. Commissioner Stein asked about specific areas in the shelter. The General Manager said he would provide the Board with floor plans in the coming weeks.

Consideration of Department of Animal Regulation Budget

The General Manager advised the Board that he met with the Public Safety Committee on August 31, 1994. The Committee approved changes to the Administrative Code, allowing the Department to sterilize animals adopted by non-City residents. The General Manager does not anticipate any problems with the remaining step, a passage before full Council.

Timely Concepts picked up from the Department their copy of the Do Licensing contract to review. The company will respond tomorrow There was a possibility that Timely Concepts would not proceed wit the contract due to a pending lawsuit brought by the company finishing second in the RFP process. President Barrett reminded the Board that this contract was the biggest part of Department revenue projections for the current fiscal year. It was further anticipated that it would be in place and operating by July 1, 1994. This will have an impact on the Department's ability to negotiate additional items during the interim budget. President Barrett called this a "disaster" for the Department. The General Manager admitted that the Department had lost leverage and credibility in discussing the budget with the Mayor and CAO.

The General Manager said the Department was requesting an unfreeze of five Animal Control Officer (ACO) positions and one Animal Care Technician Supervisor (ACTS) position. These positions, if approved, will be funded through salary savings and could be filled by November 5, 1994.

President Barrett asked about errors in the Personnel Budget process. Mr. Greenwalt said that ten positions approved by the Mayor and City Council were funded at $191,000 for eight months. However a negative (-) $180,000 was figured into the personnel budget due to normal attrition rates. In the past, an average of ten people left the Department each year. As attrition rates have slowed, the Department was in effect given $11,000 to pay for ten positions. Ways of moving forward some funds, to fill some positions are being sought. Also the Department may approach the Mayor and City Council for a mid-year appropriation for additional positions, effective January 1995.

The General Manager added that a City Administrative Officer audit stated the Department should have no fewer than 60 officers. Currently there were 37 officers.

The Fee Schedule was approved by City Council with two ammendments: the Administrative Barking Dog Hearing Fee, and the Equine License Fee. Those two items were separated out.

Commissioner Avila suggested that on future items, the Department ask the City Attorney to draft an ordinance which would be presented with a Committee Report concurrently to City Council. The two documents could then be adopted at once.

The Department at this time does not have a liaison with the City Attorney's office. Commissioner Stein suggested that the Department Contact the Deputy Mayor to change this.

Consideration of Status Report on the Volunteer Program

The General Manager said there was an open house at West Valley Shelter last Saturday. Also, a Mobile Pet Adoption took place last Sunday. The Department has obtained two new vehicles, and nine display cages.

The General Manager expressed interest in gaining a Public Information Officer and a Volunteer Coordinator to enhance these programs.

Jamie Pinn spoke before the Board regarding a Volunteer Committee Meeting. The Committee established a dual track structuring program;

1) that volunteers would serve in an auxiliary capacity in the shelters, and 2) that an umbrella 501C3 organization would serve as a fund raiser for all six shelters, allocating funds as needed. Ms. Pinn called for a needs assessment program created by an outside source to provide greater understanding between volunteers and shelter personnel.

Commissioner Robins praised Mobile Pet Adoption volunteers, calling for ways to utilize them in the shelters at least once a month. Commissioner Robins moved that the Board accept the Committee Report. Commissioner Stein seconded. It was approved unanimously.

Consideration of Goals and Objectives of the Department of Animal Regulation

Linda Gordon had earlier submitted a mission statement for comments from the Board. Commissioner Bercel questioned the first sentence, which dealt with protection of citizens from dangerous animals. She asked that it be rephrased to emphasize concern for animals. President Barrett asked each Board member to write comments on the mission statement and submit them to the Department within a week.

Consideration of Department Personnel Attending Animal Cruelty School

Bernie Leichter, Personnel Analyst II; and Bob Pena, Sr. ACO II spoke before the Board. Lt. Pena classified this as an anti-cruelty investigation school. The course is sponsored by the American Humane Association. Training is $350 per person. Lt. Pena said the fee does not include additional costs, which could include adjustments for short-staffing and overtime payments.

Mr. Leichter said that there was barely over $1000 in the training budget for the entire fiscal year. Lois Newman called for money to be spent from the Animal Welfare Trust Fund.

The General Manager said that budgetary restraints make the program impractical at this time. Also, the program would not be specific to the LAMC and the California Penal Code. The General Manager had confidence in the Department's ability to conduct this program in-house, as it has been conducted for several years.

Linda Gordon stated she had been in contact with the City Attorney's Office, as well as private attorneys, who are all committed to volunteering cruelty investigation training, and designing it to fit specific needs.

Lois Newman spoke before the Board, in favor of the Animal Cruelty School. The school will take place in Los Angeles early 1995 with or without the Department's participation.

Commissioner Robins moved that the staff research the criteria for using the Trust Fund, to see if it could be used for training purposes, and that the Commission Review the cirriculum of the Program. This was seconded by Commissioner Bercel and approved unanimously.

The Board recessed at 11:45 a.m.

The Board reconvened at 11:50 a.m.

Consideration of Accountability/Submission of Complaints

Mr. Leichter, and Mr. Greenwalt reported that the Department was developing a procedure for submitting and accepting complaints, and informing the public what becomes of those complaints. Mr. Greenwalt presented the Board with a list of investigative complaints. President Barrett reminded Mr. Greenwalt that she asked about complaints about employees of the Department.

Mr. Greenwalt asked that questions about some personnel matters be held until Executive Session. He explained that the Department was developing a complaint checklist and form letter to be sent to citizens, updating them on what has happened. He added that there are procedures in place for investigative complaints sent through the Mayor's office or a Council Office.

The General Manager stated that the Department responds in writing to complaints given in writing. In the past, there had been no fixed system regarding accountability on complaint processing. Jack Nylund has since developed a Work Order Form which will help improve accountability on complaint response.

President Barrett accepted this as a beginning. She then recommended a Complaint Form document be given to any citizen who has a complaint. The form letter would provide a checklist on how to file a complaint. The citizen should be contacted during the investigation, as well as at the conclusion of the investigation. Also, the Commission should be provided with regular reports on how these complaints are being handled. Additionally, President Barrett called for centralized tracking to monitor certain shelters/names which reappeared in complaints, and/or to resolve any other problems.

President Barrett suggested that the issue be tabled; and that she and Commissioner Avila would discuss this process further with the Department in Executive Session. Commissioner Avila called for the City Attorney also to be present.

PUBLIC COMMENTS

Arthur Margolis spoke before the Board on unresolved complaints about Department personnel.

Lois Newman spoke before the Board on vouchers and the volunteer program.

GENERAL MANAGER'S REPORT

There was some public inquiry on the West Los Angeles vending machines. Mr. Greenwalt said that a table was removed from the cat room, where two vending machines were installed. The tables were relocated, and there was no loss of cage space.

The General Manager spoke about a complaint received on the handling of a cat with a broken leg.

The General Manager stated staff met with equestrian groups at East Valley shelter. The Department is preparing an emergency response coordination team to be presented to the Board at a later date.

SCVMA met with the General Manager, Assistant General Manager, and Chief Veterinarian to discuss various issues around a Spay and Neuter RFP including: transportation of animals to veterinarians for alterations. (The SCVMA stated that it cannot help with transportation of animals); Dr. Phipps, Chief Veterinarian, will send the finalized copy of the proposal to the SCVMA, which hopes to lower subsidies of spaying and neutering animals.

There was discussion of a 24-hour animal hospital in the South Central area; SCVMA submitted statistics of costs involved in Pet Vaccination; SCVMA states that Veterinarians are not totally receptive to spay and neutering at six weeks of age. The item should be placed on the agenda for October 1994.

Dr. Phipps provides the General Manager with a bi-weekly shelter update. The General Manager will be forwarding those reports to the Board.

COMMENTS BY BOARD MEMBERS ON ITEMS NOT ON THE AGENDA

Commissioner Stein called for an agenda item to develop a method of recognizing employees working above the call of duty. Hopefully this recognition will inspire other employees to raise productivity. The General Manager stated that a quarterly newspaper had been discussed in which a list of outstanding workers would be printed. He also referred to the award/paperweight developed which was presented at an earlier commission meeting.

Commissioner Stein asked to have Hearing Appeal packets brought to commission meetings, instead of mailing them. This would save the Department some postage fees. Ms. Gordon agreed to do this.

Commissioner Bercel asked for speedy development of a Cruelty Fo being developed by the Department. She also expressed interest i Lois Newman's suggestion of creating gift certificates redeemable by this Department.

President Barrett wanted to make the public aware of how far the Coyote Policy adopted by the Department has progressed in the City process. She cited inquiries by the public interested in coyote trapping on their property. Mr. Greenwalt stated that the policy remains with the CAO. President Barrett called for the Department to find a resolution of this item "A.S.A.P."

The meeting adjourned at 12:35 a.m.

November 7, 1994
ATTEST

Lisa Barrett
PRESIDENT

COMMISSION SECRETARY

c: com94.912

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, September 19, 1994

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular Session on Monday, September 19, 1994 in Room 1200, 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Barrett and Commissioners Stein and Bercel.

Members Absent: Vice President Avila and Commissioner Robins

APPROVAL OF MINUTES: The Minutes of August 15, 1994 were unanimously approved.

UNFINISHED BUSINESS

Consideration of Facility Renovations
The General Manager presented a report on East Valley Shelter renovations. He announced that a revision of the first set of plans has been completed. These plans, involving a hospital section, are expected from the Bureau of Engineering in two weeks. Michael Burns, District Supervisor, shall continue to supervise this project.

Councilman Svorinich requested that the Department send him a list of items in need of repair at Harbor Shelter.

The General Manager had a meeting with the architect of the South Central facility. Councilman Holden was advised of the meeting, and was invited to meet with the Department to discuss facility plans.

Consideration of Department of Animal Regulation Budget
The General Manager stated the City Council passed an amendment to the Administrative Code, Sec. No. 5.199, funding the spaying and neutering animals of non-City residents. This will be signed by the Mayor, going into effect after thirty days.

President Barrett stated she wished to promote the idea of gift certificates. Vangie Fermin, Sr. Accountant I, cited an existing document designed to discourage impulse buying during the holiday season, and cautioned against creating a new document. President Barrett asked that a sample of the existing document be brought to the next meeting. The Board hoped to use these certificates year-round, and not specifically for holidays.

Michael Bell spoke before the Board regarding "some very important people in the entertainment community" willing to contribute funds to the City.

Consideration of Status Report on the Voucher Program

Meyer S. Levine, Sr. Management Analyst II, stated that Phase 5 of the voucher program, which contains 4000 vouchers, expires September 30, 1994. Of the 4000 vouchers, 1816 (45.4%) have been redeemed. Phase 6 will begin October 1, 1994. This phase will consist of 15,000 vouchers, or $300,000, if all are redeemed.

Letters to 25 priority organizations have been mailed, advising them of a meeting at North Central Shelter Friday, September 30, 1994. There will be a review of the voucher program, and distribution of the initial amounts of vouchers. Spay and neuter organizations will receive 250 vouchers, with additional vouchers distributed as books are redeemed. Commissioner Bercel questioned why the vouchers could not be distributed to shelters nearest to the organizations. She also asked why the Department felt a need to instruct organizations which had been using vouchers for years.

President Barrett called for a long term plan to forecast how vouchers will be distributed over a "rolling year." She asked for a two year projection, stating that near the end of each phase, organizations are routinely left uninformed about future distributions. She was told by Mr. Levine that Phase 6 was a lengthy one, extending through June 1995. He could not predict voucher revenue funding past that date, due to several factors, including dog licensing fees, and numbers of licenses issued.

President Barrett asked about the Department's reasoning for start dates of each phase. Mr. Levine stated that the Department based Phase start dates on funding available at the time. President Barrett called for the Department to develop a regular pattern of distributing vouchers. She also asked for input from the humane community on developing this schedule. President Barrett then reminded Mr. Levine that she had repeatedly asked for an itemized program on numbers of vouchers, as well as release dates.

Commissioner Bercel repeated her request to have vouchers mailed if an organization was unable to personally go to the North Central shelter. Mr. Levine said that this was possible. Holding a list, he also mentioned that he was unhappy with the low rate of voucher redemption for certain spay and neuter groups. President Barrett asked that his list be copied for the Board to review redemption rates.

Lois Newman spoke before the Board citing the lengthy time limits allowed to veterinarians to redeem vouchers. She suggested shortening the time limit, on a quarterly basis.

Jamie Pinn spoke before the Board, agreeing with the idea of developing the voucher redemption program on a quarterly basis.

Mr. Levine disagreed with this suggestion, citing printing difficulties, and a three-month waiting period for print shop orders. President Barrett noted that 15,000 vouchers had already been printed for the current distribution. President Barrett weighed the idea of quarterly distribution. President Barrett felt more comfortable distributing the current vouchers with a longer expiration period, rather than stamping them to meet a quarterly schedule.

President Barrett asked Mr. Levine to submit a complete written report to the Commission, summarizing the Voucher Program history. The report, due the second week of October, will include its origins, a summary of each phase, and an explanation of how the Department confirms vouchers have been redeemed.

Vangie Fermin, Sr. Accountant I, stated that the Department is aware that a voucher has been redeemed when the Veterinarian submits the original to the Accounting Section. President Barrett added that the Department would not know until December 30, 1994 how many Phase 5 vouchers were used. Ms. Fermin said the reason for this was to give Veterinarians a reasonable time to redeem vouchers. President Barrett asked at what date an account of vouchers redeemed per phase could be given. This account would assist the Department in accurately monitoring spay and neuter organizations.

Commissioner Stein motioned that the Department submit a complete report to the Board on the history of the voucher program in all phases, and the future distribution of 15,000 new vouchers over the next three phases, to be on a quarterly basis. Commissioner Bercel seconded the motion.

Mr. Levine, and the General Manager favored a merit system of distribution through the end of Phase 5, where any organization seeking additional books would first use up all books initially received. President Barrett worried that this would cause organizations to be less cautious as to who they issued vouchers to in early phases, in order to grab more vouchers. Mr. Levine disagreed.

Commissioner Bercel motioned that vouchers be continue to be issued as the Department suggested. The Department would then present the Board a quarterly voucher redemption report. Commissioner Stein seconded the motion. Commissioner Stein also withdrew her original motion.

Commissioner Bercel then motioned that the Department return to the Board with a history of the voucher program. Commissioner Stein seconded the motion.

President Barrett stated that groups unable to attend the September 30, 1994 meeting can have vouchers mailed to their nearest shelter, or have them picked up by a representative.

Consideration of Personnel/Administrative Matters

1. Public Complaint Process: Jerry Greenwalt, Assistant General Manager presented a Service Complaint Form. This will be used exclusively for complaints against Department operations and/or personnel. In addition, Mr. Greenwalt presented a Complaint Acknowledgement Letter to the Board which will be sent immediately to all complainants, acknowledging receipt of their complaints.

President Barrett asked Bernie Leichter, Personnel Officer, how the Department could respond to the public within personnel guidelines. Mr. Leichter stated that past practice had been a letter explaining the investigation and appropriate actions which were taken. President Barrett sought a "happy medium" where the public is assured that something actually has been done, while at the same time avoiding employee bad feelings.

President Barrett called for an Executive Session, in the second October meeting, to discuss sensitive personnel matters. The General Manager suggested that a City Attorney be invited to the Executive Session.

Diane Waters spoke before the Board and asked about a procedure to praise Department employees.

2. Employee Recognition Program: President Barrett mentioned that at a recent seminar, she learned a key to motivating people, should be rewarding them in the act of outstanding performance.

Diane Waters spoke again before the Board, asking about ways to "brag on" the employees.

Consideration of Coyote Policy Adoption Update
The General Manager stated that he had spoken with the CAO Analyst on the policy. The CAO report will be written today, regarding staffing and the $200 fee.

The General Manager added that after the report leaves the CAO, it will go to City Council, passing through Budget and Finance Committee, Public Safety Committee, and Personnel Committee, before returning to full City Council for approval.

PUBLIC COMMENTS
Lois Newman spoke before the Board on the National Cruelty School; The State Humane Officers Academy; and pet crematoriums.

GENERAL MANAGER'S REPORT
The General Manager reported on a request from the CAO for a copy of the Department personnel ordinance. He referred to page 3, Sec 1.4 of the ordinance which refers to the Executive Secretary II for the Commission. The CAO had suggested Commission Secretary be combined with the General Manager's Office. The General Manager wrote a reply letter stating that this was unacceptable.

The General Manager asked about submitting "Sam Spayed," a PSA produced by the Department, for entry for the upcoming Genesis Award. President Barrett told him to "absolutely submit."

The General Manager met with Dr. Ouchi, of the Mayor's Office. At the meeting, Dr. Ouchi stated that he was reviewing all departments' requests for packages and programs. The CAO is also involved in those discussions.

COMMENTS BY BOARD MEMBERS NOT ON THE AGENDA
Commissioner Bercel hoped to get the Early Spay and Neuter program up and running. The General Manager anticipated no problem with speedy passage of the program.

The Board adjourned at 11:38 a.m.

December 19, 1994
ATTEST

PRESIDENT

COMMISSION SECRETARY
c:9/19/94

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, October 3, 1994

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular Session on Monday, October 3, 1994 in Room 1200, 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Barrett, Commissioners Stein, Robins, and Bercel.

Members Absent: Vice-President Avila

UNFINISHED BUSINESS

Consideration of Facility Renovations

The General Manager said that Councilman Svorinich toured the Harbor Animal Care and Control facility. He had with him a list of needed repairs at the facility. The Councilman agreed that the wooden floors were in need of refinishing. He stated the new kitchen looked good. Councilman Svorinich promised to clear problems with Volunteer staffing, including permit problems and Building and Safety code violations. A list of facility changes requested by Building and Safety will be complied with soon.

Meyer S. Levine, Sr. Management Analyst II, indicated that General Services has donated land west of the 36th street South Central facility for the temporary shelter site. Five firms have been contacted to submit bids on construction of temporary modular facilities. Scottsman Company is expected to submit an outline soon. Mr. Levine reminded the Board that the Department of Building and Safety, and CAL OSHA have been trying make the Department vacate the current South Central facility, and that the Department has been cited by CAL OSHA.

President Barrett asked if the City would lease or purchase the modulars. Mr. Levine said that the City already had plenty of modulars it could not unload. The wiser choice would be to lease modulars for the shelter. It is anticipated that construction will begin before this Thanksgiving holiday. President Barrett confirmed that animals transferred from the existing shelter would be quarantined from new animals entering in the temporary modulars.

Consideration of Department of Animal Regulation Budget

The General Manager stated that he and Jerry Greenwalt, Assistant General Manager, met with Keith Comrie, the City Administrative Officer, to discuss budgetary shortfalls resulting from "attrition rates" imposed on the Department over the past few years. The latest year's attrition rate of ten positions and $180,000 has resulted in the Department being unable to fill the ten new positions approved by the Mayor and City Council in the budget. Further, it was noted to Mr. Comrie that in the last completed fiscal years, the Department has lost 40 out of 221 regular positions, an 18.1% loss. The impact of these losses, plus the signifcant attrition requirements seriously, negatively impact this Department's ability to meet its legal requirements. The General Manager noted that in June 1995, the Department could be as much as $446,000 below the amount needed to fund currently authorized positions. This point was emphasized to Mr. Comrie.

The General Manager proposed a lobbying effort involving himself, the Assistant General Manager, and the Board petitioning the Mayor and City Council to gain additional funds.

The General Manager reminded the Board of a request to adopt a Coyote Trapping Program on a pilot program basis. An earlier request to unfreeze certain positions was resisted by the CAO. The positions were subsequently added to the Coyote program, in hopes of unfreezing them. The General Manager said that this does not address the priority position of one (1) Informational Officer, but it does address five (5) Animal Control Officer positions, and one (1) Animal Care Technician Supervisor.

In approving this new proposal, the CAO has made three recommendations subject to approval by the Mayor: Authorize the pilot coyote control and public information program; authorize the City Attorney to prepare the necessary ordinance establishing a $200 trapping fee and $100 refundable trap security deposit, and exempt the six above-mentioned positions.

President Barrett announced that the issue of the Dog Licensing Contract is still unresolved. She hoped it would be resolved shortly.

President Barrett ordered the Department to be prepared for discussion of the West Coast Rendering Contract at the next meeting. She also requested a memo detailing the contract.

The General Manager has asked that an organization involved in pet vaccinations educate the Department on its concepts. Though not a proposal for an RFP, it would help the Board decide whether or not to proceed with an RFP.

Consideration of Status Report on Volunteer Program

Nancy Moriarty, Sr. Animal Control Officer II, stated the Volunteer Program had been established, with coordinators at all shelters except North Central Animal Care and Control Center.

Ms. Moriarty presented a handout detailing the nine Mobile Pet Adoptions (MPA), organized by the Volunteers. The last MPA was held yesterday at the Century City Plaza. Ms. Moriarty is working with Linda Gordon, Management Analyst II, to develop the best method of staffing the growing program as related to clerical staffing.

Consideration of Department Personnel Attending Cruelty School

President Barrett stated that the he staff was instructed to find out if it was permissible to use funds from the Animal Welfare Fund to pay for employees attending the seminar. The General Manager said that spending was left to his discretion. However, he felt that it was inappropriate to make a commitment at this time, due to short staffing.

Lois Newman spoke before the Board, urging the Department to send employees to the cruelty seminar. She stated that the Department performed these investigations very poorly.

The Board agreed to continue discussion at the next meeting. President Barrett promised to provide material to other Commissioners for review prior to the meeting.

PUBLIC COMMENTS

Lois Newman spoke before the Board on investigating pet shops selling diseased animals.

Jamie Pinn spoke before the Board on suspending the sale of black cats around Halloween, gift certificates, and a Christmas toy drive.

Joyce Pieper spoke before the Board to ask that the Feral Cat Committee and Breeders Ordinance Committee be separated.

Penny Moore spoke before the Board about East Valley Animal Care and Control and the death of her dog.

Consideration of Goals and Objectives of the Department of Animal Regulation

Linda Gordon presented a Mission Statement to the Board. Commissioner Bercel asked for an alteration in the first line, to emphasize more strongly protection of animals. Commissioner Bercel then motioned the Mission Statement be adopted with an amendment to Item no. 2. Commissioner Robins seconded. This was passed unanimously.

President Barrett asked Mrs. Gordon to prepare a draft both in prose for official records, and in bulletized form for distribution to employees.

Mrs. Gordon stated that the Mayor's Office was in the process of developing Goals and Objectives for the Department of Animal Regulation. She has been in contact with the Department's liaison to the Mayor.

GENERAL MANAGER'S REPORT

The General Manager presented an article in the L.A. Times (Valley Edition), highlighting Dennis Kroeplin and the Wild Animal Rescue Program. The Department, in cooperation with Fish & Game, will meet on October 24, 1994 to discuss future release of wild animals.

The General Manager reported that a letter was sent to Mayor Riordan, requesting his support to an amendment to the City Administrative Code. The amendment would allow any dog properly trained to assist handicapped persons on public beaches. This expands the current language which only allows seeing-eye dogs on beaches.

Apartments at 9565 Reseda Blvd, damaged in the Northridge Earthquake, will be demolished. The Department has trapped four cats at that residence.

The Lost and Found Program RFP is due back on October 29, 1994. Jerry Greenwalt announced two proposals; one from MPO Videotronics of TJS Enterprises, and one from ANC Online Services. The Board called for a status report at the next meeting.

The General Manager stated that Jim Connelly, Sr. Animal Control Officer II, has requested that the Feral Cat Committee and Breeders Ordinance Committee be separated. President Barrett disagreed, stating that the handicap in the two proposals moving forward was creating a public forum and support mechanism for the two groups. At this time, the General Manager renewed his call for a Public Information Officer.

Commissioner Robins asked if the two groups could meet separately for a couple of meetings to define their individual goals and objectives, then rejoin. President Barrett stated that the goals and objectives were pretty obvious, and restated that the real task ahead was how to advance those ideas.

The General Manager announced that Fred Michael, Sr. Animal Control Officer II, in charge of the Emergency Preparedness Program, received the Meritorious Service Medal from the U.S. Army for his role in Emergency Preparedness in the Army Reserve Program.

PUBLIC COMMENTS

Arthur Margolis spoke before the Board on public perception of the Department and unresolved issues.

COMMENTS BY BOARD MEMBERS ON ITEMS NOT ON AGENDA

President Barrett stated that she is concerned about public perception, but adds that all attempts for change are met with resistance by the Civil Service Commission, which either cites short-staffing, or handicaps changes, or discussion of changes.

Commissioner Bercel asked that the Board be regularly updated on Animal Cruelty cases. The General Manager said that these cases were "High Priority" for the Department.

The meeting adjourned at 11:44 a.m.

December 19, 1994

ATTEST

PRESIDENT

COMMISSION SECRETARY

c:10/3/94

MINUTES

CITY OF LOS ANGELES

Board OF ANIMAL REGULATION

Monday, October 17, 1994

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular Session on Monday, October 17, 1994, in Room 1200, 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Barrett, Vice-President Avila, and Commissioners Stein, Robins and Bercel.

APPROVAL OF MINUTES: The revised Minutes of September 12, 1994 were unanimously approved.

UNFINISHED BUSINESS

Consideration of Southern California Veterinary Medical Associa
Dr. Jerry Hackett, SCVMA and Dr. Matsura addressed the Board. Hackett explained that traditional veterinary medical education trained doctors not to spay and neuter animals until six months o age. There had been concerns about physical development in the animals. Most veterinarians practice this teaching today. Dr. Hackett said the biggest concern about earlier alteration is long-term safety of the animals. No studies have been completed to determine long-term post surgery recovery for animals altered at six to eight weeks.

Dr. Hackett said the AVMA, at the urging of the SCVMA, previously recommended an adoption of a resolution supporting "the concept of early spay and neutering." The American Animal Hospital Association also supports this concept. But neither the SCVMA nor the AVMA are willing to cite any specific age, and wish to allow member veterinarians to determine the age at which they feel comfortable altering an animal.

Dr. Hackett reminded the Board of the conservative nature of veterinarians, and that they might be reluctant to perform surgeries at an earlier age, without significant evidence of safety for the animals.

Dr. Matsura acknowledged the problem of pet overpopulation, citing millions of animals euthanized annually in the U.S. She said early spay and neutering has been proven safe and effective, and that health benefits should strengthen its support. She mentioned that she was taught in school to spay and neuter no earlier than six weeks of age. But with her current knowledge, she would not hesitate to perform such an operation at an earlier age.

Commissioner Bercel asked, in regards to age of the animal, which procedure is currently taught in veterinary school. Dr. Hackett speculated that the age question is being discussed in classrooms. Dr. Hackett was not sure about most schools' recommendations. Dr. Matsura stated that the long-term studies were not in yet, and it would be difficult for any medical school to endorse something with controversy surrounding it.

Commissioner Robins asked why the SCVMA was addressing the Board. Dr. Hackett said they were informing the Board on current thought in the veterinary profession regarding early spay and neutering. Dr. Hackett added that there were many hospitals participating with the Department in low-cost spay and neutering programs, which want to continue providing that service. He also suggested seeking ways newly adopted animals could first be sent to veterinarians for alteration before release to citizens.

Dr. Hackett said he was aware of Department plans to reopen its spay and neuter clinics. He believed the private sector could perform such functions cheaper and easier, but he did not oppose the reopening of the clinics.

President Barrett asked about any current long-term studies in progress. Dr. Hackett said that he was aware of some on the East Coast. As the six-eight weeks procedure has only been around for three years, studies have yet to follow animals through their natural life spans of eight to ten years. Annual updates are published in national medical journals, and this topic, along with Pet Overpopulation in general is routinely discussed at annual AVMA and SCVMA meetings.

President Barrett asked about the consequences of anesthesia on younger animals. Dr. Hackett said that there is mention that injectable anesthetics such as barbiturates are less safe in younger animals. There are alternatives on the market requiring no metabolism, which present risks in younger animals.

Commissioner Robins asked if there were any short-term survival statistics. Dr. Matsura said that no tracking with veterinarians has been finished. But she added that younger animals were more able to bounce back from surgery than older ones.

Consideration of Facilities

The General Manager said that East Valley pre-construction is in its last design phase, to be finalized by the Bureau of Engineering. He did not have a final date for construction. District Supervisor Michael Burns will continue to supervise the project.

The temporary South Central facility is in the modular construction design phase. Meyer Levine, Sr. Management Analyst II, added that the Department had one quote from Scottsman, and is expecting a second quote from Pacific Systems. Mr. Levine contacted the CAO Analyst in charge of recommendations on use of the seismic bond fund money. Mr. Levine passed on construction quotes to the General Manager of General Services. After definite cost bids are made, a contract with the chosen company will be made with Purchasing.

The General Manager said the Department has been in close contact with Councilman Svorinich on the Harbor Shelter. He stated that modifications to several units is substantial, mentioning the enlargement of the clerical section; and demolishing the rear room which houses cats and is used for the Department's medical division.

Consideration of Department Budget

Vice-President Avila had earlier requested information on the We Coast Rendering Contract. The General Manager said that the Bure of Sanitation was responsible for disposing of dead animals Sanitation now oversees a contract with West Coast Rendering for disposal of those animals.

Vice-President Avila called for Sanitation to meet with Animal Regulation to discuss animal disposal contracts before any existing contract is renewed.

Commissioner Bercel confirmed with the General Manager that the money for Sanitation contract, approximately $78,000 annually, did not come from the Department budget. But she added that if the Department achieved income by selling dead cats, it would help.

Meyer Levine stated that an earlier contract would not preclude the Department from doing what it wanted with the dead carcasses. The Department is not obligated to turn over all animals under the existing contract. The General Manager said that the existing contract would be up for renewal September 1, 1995.

The General Manager explained that currently, West Coast Rendering is paid by Sanitation to remove dead cat carcasses.

Consideration of Voucher Program

Meyer Levine completed a synopsis of the Voucher Program. The Commissioners were not mailed the report ahead of time and requested copies from Mr. Levine. The Board also decided to hold discussion until later in the meeting.

Consideration of Personnel Attending Cruelty School

President Barrett stated the Board established that the Department had funds at its disposal. She called for at least one person to attend the meeting. The General Manager recommended that Lt. Bob Pena attend.

Commissioner Bercel made a motion that one department employee, Bob Pena, be given Cruelty School training, paid by Department Funds. Commissioner Robins Seconded the motion. The motion was passed unanimously.

Consideration of Lost and Found RFP

The General Manager stated that the Department had received two RFP's and has sent the Request For Proposal for evaluation to ISD, Telecommunications, and General Services, so that they may each put someone on the evaluation Board. A member from Animal Regulation will also sit as an advisor to that Board.

President Barrett explained that the proposal was a way of setting up a telephone line, allowing citizens to report found animals or look for lost ones.

Consideration of Department Holiday Policy

Commissioner Robins made a motion that now and forever, the Department should make it standard policy not to release black cats for adoption between October 15, and November 1. She noted that other humane organizations have already adopted similar policies, including the County of Los Angeles.

Lois Newman spoke before the Board, stating that she did not feel any cat should be available for adoption one week before Halloween. She felt that if one could not get a black cat, one of any other color would be substituted for it.

Vice President Avila made a second motion that in addition, no cats would be adopted for one week prior to Halloween. The General Manager protested that this would result in a large number of cats not being adopted, and that the longer a cat remained in a facility, the greater its chances of getting sick.

Commissioner Robins' motion was approved unanimously. Vice-President Avila's motion was held until further discussion.

Meyer Levine was asked to explain the Gift Certificate Program, including the form currently used. President Barrett expressed the Board's concern over impulsive giving of pets as gifts over the holidays. She said a good number of those animals adopted in that manner end up back in the shelter or suffer worse consequences. A person receiving a gift certificate for an animal might select the animal in person after January 1.

The General Manager said the Department had contacted the Controller and City Attorney to see if a new gift certificate were possible. Mr. Levine sent a prototype of the form. He cited the standard form in use now, generated by Animal Management Information Systems (AMIS) for receipts, and receipts for spay and neuter deposits. President Barrett asked that samples be provided to the Board for review, and this item be carried over to the next meeting.

Consideration of Voucher Program

Mr. Levine distributed a synopsis of the Voucher Program to the Board, explaining its origins, up to Phase 6. He said that the program had grown from a handful of distributor organizations to a total of nineteen agencies.

Commissioner Robins asked about the distribution of vouchers among the nineteen agencies. Mr. Levine stated that all had an opportunity of initially receiving 250 vouchers. All agencies took advantage of all 250, except TLC, which took half the amount of vouchers. While Mr. Levine had overall statistics on distribution and redemption of vouchers, he did not provide a breakdown of the activity by each phase.

President Barrett asked the Board to review the synopsis and return to this item in the future.

At this time the General Manager asked the Board to readdress the issue of Halloween cats. Linda Gordon stated that statistics indicated no significant increase or decrease in cat sales before or after the month of October. The General Manager said Vice-President Avila's motion would mean holding 300 cats in abeyance during this period. This would affect numbers of holding cages available, as well as disease count in the shelters.

President Barrett made a motion to extend the interested party procedure for one week, to protect all cats gaining potential owners until after Halloween. Commissioner Robins seconded the motion. The motion was passed unanimously.

Consideration of Goals and Objectives

President Barrett asked the Commissioners to help develop its own list of Board Goals and Objectives, to clarify its role for employees and the public.

PUBLIC COMMENTS

Arthur Margolis spoke before the Board regarding Unresolved Public Issue No. 6.

Jamie Pinn spoke before the Board regarding volunteers at the Harbor Shelter, and an incident resulting in the death of a dog.

Lois Newman spoke before the Board regarding after hours admitting of dogs/alternate procedure of transferring an animal to a private veterinarian.

Joyce Piper spoke before the Board regarding non-resident adoptions.

Cindy Kaufman spoke before the Board regarding a previous complaint, and the death of her animal.

GENERAL MANAGER'S REPORT

There was a community meeting on October 12, 1994, at West Los Angeles Shelter. West Los Angeles area, 100 square miles, is serviced by four officers, and is no longer covered at night, due to short staffing.

The General Manager announced that he, Fred Michael and Wayne Garcia had participated in a successful Emergency Operations Exercise yesterday.

The City Administrative Officer and Mayor have approved the unfreeze of five (5) Animal Control Officer positions, and one (1) Animal Care Technician Supervisor in conjunction with the Coyote Coordination Program. Those positions are not exclusive to that program. Also recommended in the report was the implementation of a $200 fee, plus $100 deposit for coyote traps. This report is now in the City Council. It has to pass through Public Safety, Personnel, and Finance Committees before returning to the full City Council for a final vote.

The General Manager related a coyote bite incident, where the victim criticized people feeding the coyotes, thus lessening their fear of humans. He urged this message to be brought to the public's attention.

Talks are scheduled tomorrow with Mid-San Gabriel Valley Consortium regarding collection of delinquent horse and dog fees.

The Public Safety Committee accepted a CAO recommendation, asking the City Attorney to prepare an ordinance to allow monies from the Animal Sterilization Fund to be used for animals of City and non-City residents.

Language has been finalized on the spay and neuter clinic proposal. This will go to CAO for "continued analysis." Modifications had been suggested by the CAO previously. The General Manager said the current draft is expected to pass quickly.

The General Manager stated that Fee Proposals are currently at the City Attorney's office.

The Department received a letter from Susan Herman stating that the Department video service request for a PSA for adoption of shelter animals and pet owner information has been approved. Thirteen thousand dollars ($13,000) has been allocated to put the video together.

The meeting adjourned at 12:07 p.m.

January 3, 1995
ATTEST

PRESIDENT

COMMISSION SECRETARY

c:10/17/94

L.A. CITY ANIMAL REGULATION COMMISSION

COMMISSION'S MISSION & GOALS

The LA City Department of Animal Regulation is seriously under-equipped and over-stressed. The City's ongoing budget deficits have resulted hiring freezes and budget cuts in all City departments. However, the Department of Animal Regulation has been particularly hard hit, in part due to the lack of support from City leadership and the public. This lack of support is in large part due to the Department's inability - for many years - to provide appropriate information to its critical audiences, and to respond to societal changes regarding its responsibilities.

At this time, Department personnel feel overworked, unappreciated and beleaguered by complaints. While many - both inside and outside the department - want to see a variety of changes, from the inside, employees just feel that more and more is being demanded, while less and less is provided to do the job.

The ideal solution would be a sudden large input of resources, personnel, equipment and facility improvements. Unfortunately, improvements will have to be incremental, and most will have to be generated from inside the department and its commission. Changes will be gradual, uncomfortable for employees, and not rapid enough for its critics. However, unless we set goals and work steadfastly toward them, this department will not enjoy the success - and relief - it needs and deserves.

The Commission's role is to:

1. Assist the Department
   - a) Balance Services Offered with Resources Available
     - 1) Increase Revenues
     - 2) Prioritize Services
   - b) Improve Support for the Department from the Public
     - 1) Improved Communications
     - 2) Improved Resolution of Disputes between Dept. Personnel and the Public
   - c) Improve Support for the Department from City Leadership
     - 1) Improved Communications

2. Assist Animals
   - a) Adopt Policies to Encourage Responsible Pet Ownership
   - b) Adopt Policies to Reduce Pet Overpopulation
   - c) Provide Humane Education to Public
   - d) Improve Conditions for Animals in the Department's Care

3. Assist the Public

a) Education
   1) Humane Care
   2) Prevention of and Solutions to Animal Problems
b) Assistance with Animal Problems
c) Communications
   1) Realistic Service Expectations
   2) Information about City Policies
   3) Courteous Service

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, November 7, 1994

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular Session on Monday, November 7, 1994, in Room 1200, 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Barrett, Vice-President Avila, Commissioners Robins, Stein and Bercel.

UNFINISHED BUSINESS

Consideration of Facilities

The General Manager said staff met with the architect for the new South Central facility. Dr. Phipps has added some enhancements. The final draft was presented to the architects, and should be returned to the Department this week. General Services has received bids for the temporary South Central facility from two contractors.

Consideration of Animal Regulation Budget

The General Manager said a budget team has been formed. Its analysis was presented to the CAO, covering issues such as reorganization, and priorities for budget. The CAO has requested a continuation of a 10 position attrition proposal, approximately $333,000. Above this, the Mayor has requested a 10% budget reduction. The two cuts combined equal 22 positions. The General Manager felt the Department could survive the 10 position attrition proposal. But an additional 10% reduction package would result in layoffs, and bring the staff down to only 159 positions. The General Manager reminded the Board such cuts would jeopardize the Department's obligation to its State-mandated and City Charter programs. He requested that the Budget Committee meet with the Department this week to discuss the matter.

Jerry Greenwalt, Assistant General Manager briefly spoke before the Board, and explained that the team reidentified its programs according to the Department's responsibilities.

The General Manager also passed out a statistical sheet showing that Animal Regulation had the highest attrition rate in the City, or authorities removed from the Department after attrition.

Linda Gordon, Management Analyst II, distributed a handout further explaining the work of the Budget team. President Barrett made it clear that this does not relate to the Goals and Objectives, or Mission Statement. The Budget team's work shows where bodies are applied, for budget purposes.

Mr. Greenwalt said a final budget figure is being calculated, and a request to officially change the programs will be presented to the Mayor and CAO on November 14, 1994.

Consideration of the Volunteer Program

Nancy Moriarty announced a successful Mobile Pet Adoption (MPA) at Topanga Plaza. Through the first week of December, three more MPA's are scheduled.

Ms. Moriarty also presented volunteers Bobby Dorafshar, Kate Mooz, and Rosemary Rizzo with awards for their assistance to the Department; all three spoke briefly before the Board. Ms. Moriarty announced a list of other volunteers being recognized for their work.

The Board recessed at 11:07 a.m.

The Board reconvened at 11:23 a.m.

Consideration of Goals and Objectives of the Department of the Department of Animal Regulation

resident Barrett presented a rough draft Commission Mission Goals d Objectives to the Commissioners and staff for review before the t meeting.

PROVAL OF MINUTES

he minutes of 9/19/94 and 10/3/94 were unanimously approved.

Consideration of Pet Store Conditions

The General manager reminded the Board that this item was brought to the Board by an audience member concerned about Department procedure in licensing and reviewing pet stores.

Linda Gordon cited Section 25995 of the State Health and Safety Code containing the most recent amendments on pet shops and dealers' handling of animals. Ms. Gordon said that these were very similar to rules and regulations included in Department permit requirements. She noted one major difference cited in the Health and Safety code, stating dogs and cats treated for illness or injury by a veterinarian, may remain on the premises of the pet shop. Department permit requirement rules state sick or injured animals must be removed to a separate location.

Linda Gordon announced a training bulletin will be prepared for staff on the various rules and regulations. President Barrett confirmed with Ms. Gordon that permits are renewed yearly after an inspection by an Animal Control Officer. Ms. Gordon said that there were 122 permitted pet shops for the last completed fiscal year.

Lois Newman spoke before the Board, citing a wider variety of differences between State laws vs. Department permit requirements than indicated by Ms. Gordon. President Barrett asked for a written analysis of how the Department standards could be updated to match State law.

Consideration of Feral Cat and Breeders Ordinance Committees

Joyce Piper expressed her frustration with the slow progress of the proposed ordinance changes. President Barrett discussed the difficulty in moving major policy, especially controversial ones, through the City process without a public support system. She found no one available to coordinate media stories and communications with City Council, or to organize support groups. The need for such a coordinator was discovered with previous attempts to obtain Coyote ordinance changes.

Lois Newman suggested the Feral Cat Committee and Breeders Committee be disbanded. She also asked that "three knowledgeable people" be assigned to do all preliminary research for both committees.

Consideration of Accountability/Submission of Complaints

Mr. Greenwalt presented a draft Service Complaint Form (SCF) letter (to be attached to SCF when requested by teleph Complaint Acknowledgement Letter, and a directive from the Ge Manager to staff explaining what information is being sought i investigation.

Mr. Greenwalt stated he also developed a pamphlet to be made available in shelters to citizens interested in filing a complaint. Responses to each complaint will be individualized according to subject. President Barrett confirmed that decisions will be marked in A,B, C, or D categories, (Sustained, Not Sustained, etc.) as discussed with the City Attorney.

President Barrett suggested that the pamphlet clearly state that complainants will only receive box-check responses; and they will not be informed of what if any disciplinary action is taken. President Barrett cited the "Catch 22" balance of duty to the public and its own employees.

President Barrett asked staff to be aware of, and discuss familiar themes arising in the complaint process.

Bernie Leichter, Personnel Officer, said that complaints may not be kept in an employee's personnel folder, because the complaint does not make a person guilty.

NEW BUSINESS

Consideration of Low Cost Vaccination Program

Nathan Hirsch, and Brian Brannon of Pet Vaccine Services spoke before the Board regarding private rabies vaccination, and generating revenue for the Department.

Mr. Hirsch described the history of his company, and went on to estimate that his low-cost spay and neuter program for both dogs and cats could add over $200,000 to the annual budget. He declined to go into detail on the proposal at the public meeting, but wished to discuss it at a later time in private.

Mr. Hirsch said that his company would supply everything from supplies, medical personnel, to refrigeration units, and provide educational programs for pet owners.

Mr. Hirsch proposed vaccinations of all types. He did not see this as interfering with veterinary practice, but saw this as preventative medical attention. He also proposed that his company reopen animal clinics located at the shelters and staff them with their own people. The vaccine clinics would also be able to generate revenue by helping the Department with its licensing functions.

Commissioner Stein asked if there was any precaution taken for animals suffering adverse reactions. Mr. Hirsch said that there is an 800-number, open from 7:00 a.m. to 7:00 p.m., and covered by a messenger service in the evenings. A veterinarian is always available on stand-by. This 800-service also refers citizens to their nearest veterinary hospital.

Mr. Hirsch confirmed with Commissioner Robins that steps were taken to make sure pet owners knew of the inoculation schedule for leukemia shots, and assured her that reminder cards, listing monthly locations for their services were routinely mailed. Also, the 800-number would refer pet owners to monthly inoculation sites.

When asked by the General Manager, Mr. Hirsch stated he could not agree to lower rates for non-profit organizations.

Vice-President Avila asked the purpose of having a low-cost vaccination program. The General Manager said that this was State-mandated. Specific functions covered were low-cost rabies vaccination. The SCVMA has handled this in the past. Vice-President Avila asked what service the Department provided beyond that. The General Manager said that the SCVMA's Six-in-One vaccine protected animals against a variety of diseases. But he added that the State mandate only requires the rabies vaccination.

Vice-President Avila asked for the cost of services provided by the Department and the private clinics. The $4 rabies + the $9 Six-in-One added up to $13. Mr. Brannon estimated that their standard services were approximately $21. Vice-President Avila expressed concern about low income citizens entering a clinic, expecting inexpensive services facing a high cost package. Mr. Hirsch said that there was no "bait and switch" and citizens would receive the basic minimum if they only wished that much.

Jamie Pinn spoke before the Board, inquiring about Parvo.

Lois Newman spoke before the Board, about the convenience of the service's 800-number.

Commissioner Bercel requested that SCVMA attend the next meeting to answer questions on this same issue.

Consideration of Gift Certificate Program

President Barrett mentioned that the Department had agreed on a Christmas certificate. The new issue facing the Board was the creation of a year-round certificate.

Vangie Fermin, Sr. Accountant II, agrees with the procedure outlined for sale of certificates. She cited a few outstanding questions, and details to be worked out with the City Attorney.

Meyer Levine, Sr. Management Analyst II, stated the City Attorney agreed that this proposal was legally viable as written. The City Attorney would like to see any changes made, if any. Ms. Fermin provided draft copies to the Board. Commissioner Robins suggested that a gift card be developed for the certificate. Ms. Gordon said it was in the works.

Commissioner Bercel asked what happens to the $50 fee, if a certificate goes unused. Mr. Levine said the donor could designate the money to any of the various funds. If a donor could not be found after a time, the money must be reallocated through an ordinance.

Commissioner Bercel made a motion that the Department move as quickly as possible with the Certificate program. Vice-President Barrett seconded. It was passed unanimously.

PUBLIC COMMENTS
Terry Austin, Amanda Foundation, spoke before the Board about the temporary shelter at South Central.

Michael Bell spoke before the Board on Pet Store Conditions.

Lois Newman spoke before the Board urging the Commission to recognize Petco; and about the RACO program.

GENERAL MANAGER'S REPORT
The General Manager spoke about his trip to Arrowhead for the Emergency Preparedness Commission.

The Board adjourned at 1:19 p.m.

January 3, 1995
ATTEST

Erin Barnett
PRESIDENT

Dennis Hill
COMMISSION SECRETARY

c:11/7/94

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, December 19, 1994

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular Session on Monday, December 19, 1994, in Room 1200, 419 South Spring Street, Los Angeles, California 90013.

Members Present: Vice-President Avila and Commissioners Robins and Bercel.

APPROVAL OF MINUTES The Minutes of October 17, 1994 and November 7, 1994 were unanimously approved.

The General Manager requested that the Commission Goals and Objectives attached to the November 7, 1994 Minutes be distributed to Department personnel, in draft form. He stated that this had been requested by President Barrett. The Board approved the General Manager's request.

UNFINISHED BUSINESS

Consideration of Facilities

The General Manager stated there was little change in the status of facilities. The final engineering documentation on the East Valley facility was sent to Plan Check on December 8, 1994. After a three week turnaround, final steps toward construction should begin.

Regarding the temporary South Central facility, the CAO Analyst stated seismic bond funds will be processed for this purpose. This will allow the Department to enter a temporary holding facility while South Central facility is demolished.

Consideration of Department of Animal Regulation Budget

The General Manager discussed a December 3, 1994 meeting with Mayor Riordan and Department General Managers, regarding submission of 1995-96 budget proposals plus ten percent budget reduction packages. In a written response to Animal Regulation's proposal, Deputy Mayor Michael Keeley expressed approval for the plan. He stated that he felt that in contrast to other City agencies, Animal Regulation's submittal attempted to comply with the Mayor's guidelines.

There was an additional $1.1 million reduction request on top of the reduction package. After speaking with Mr. Keeley on the phone, the General Manager felt this was a good opportunity to justify Department programs.

Vice-President Avila expressed confidence that the Department could lobby for a budget which would not result in a devastating reduction in Department size.

The General Manager pointed to a chart, highlighting the core of the Department, Animal Control Officers (ACO's) and Animal Care Technicians (ACT's). With absolute minimum staffing, putting the Department on an emergency basis, 30.24 ACT's are needed. The Department currently employs 31 active ACT's. Consequently, state-mandated requirements can no longer be met with ACT staff reductions. Also, though 52 ACO's are authorized, there are currently only 41 ACO's. For minimum staffing levels at each of the six shelters, during all three shifts, seven days a week, 42 ACO's would be required.

Vice-President Avila asked if the Department had calculated out how a ten percent reduction would impact those positions. The General Manager stated it had not, because he felt he could justify those positions. However, other non-core positions would have to be considered for elimination, resulting in reverting back to old jobs, transfers to other departments, and possible lay offs.

Consideration of Status Report on Volunteer Program

Nancy Moriarty, Volunteer Coordinator, stated that the Gift Certificate program was progressing. Certificates were being printed and readied. Ms. Moriarty presented a sample pamphlet explaining the program, to be used throughout the year.

The General Manager said that procedural instructions had been sent to shelters, and a press release was forthcoming. He mentioned that Jeff Prang from Councilwoman Galanter's office also prepared promotional material.

Ms. Moriarty said RACO's had expressed interest in participating in the Mobile Pet Adoption program in addition to their field duties. Phone lines for the Volunteer Program are active. The Lost and Found boards are currently being installed.

Ms. Moriarty stated the next step in the volunteer program is getting the 501 C3 underway for fundraising purposes.

Rosemary Rizzo, volunteer, spoke before the Board, to say a few words in support of the Volunteer Program in general, and at her shelter, East Valley.

Ms. Moriarty said that the General Manager cited an eight percent increase in adoption since the establishment of the new volunteer program.

Consideration of Southern California Veterinary Medical Association (SCVMA) Low-Cost Vaccination Program

Vice-President Avila suggested that the SCVMA might want to abbreviate it's proposal, given the fact that the President of the Board was absent.

Dr. Terese Benton, President of the SCVMA, explained the origin and background of her organization, citing the goal of setting the highest ethical veterinary medical standards both State and nationwide. She cited the reduced number of rabies vaccinations performed by the SCVMA veterinarians, numbering about 1100 in the southern California area, due to the influx of low cost spay and neuter companies, as well as a increase in State-mandated years between vaccinations.

She cited features of the SCVMA's 40-year old Rabies Vaccination Program in the City of Los Angeles, veterinarians volunteering their time, bilingual personnel, public education, quality control, and publicity. She also mentioned 24-hour vaccine recordings and animal care and safety.

Dr. Grace Matsura introduced future plans of the SCVMA, such as plans for a rabies vaccination publicity campaign, including more Public Service Announcements in the current year. The SCVMA will also utilize its computerized data base to contact animal owners every three years to remind them of updated rabies vaccinations. Dr. Matsura concluded by urging the Department to consider retaining the service of the SCVMA.

Commissioner Robins asked if prices charged through City facilities were any different than those charged to private citizens. Dr. Matsura stated that City prices were cheaper, and there was a ceiling on prices.

Commissioner Robins asked what happened before the SCVMA stepped in to help in 1955. The General Manager said that individual pet owners would have been on their own to get their pets vaccinated.

Commissioner Robins asked about the practice of vaccinating for illnesses which have not been tested for. She asked about costs incurred for such vaccines, and the danger or pain to the animals. Dr. Matsura said that the front-line aggressive approaches should be taken in rabies, and upper respiratory diseases, because it is known that the virus exists. Also, there is no effective test for distemper. Most veterinarians feel that animals should first be tested for leukemia before treatment.

The General Manager added that air purifiers will soon be added to the shelters to help combat the spread of disease. The number and types of mandatory vaccinations will be reduced, but the six-in-one vaccination was retained.

Commissioner Robins requested that the Board be provided with copies of RFP's before their submittal to the Mayor.

Consideration of Status of Department Request for Proposal (RFP) Projects.

The General Manager distributed a chart explaining all RFP programs. Using as an example the new and increased Department fees. He traced Tuesday's unanimous approval by the City Council which has been submitted to the Mayor for signature.

The General Manager cited the long turnaround time on Department programs due to slow progress through the city Council, Mayor's Office, and CAO.

The Coyote proposal went through Public Safety on Monday, recommending the unfreeze of the five Animal Control Officers (ACO's) and one Animal Care Technician Supervisor (ACTS). The General Manager stated that salary savings, through attrition, have provided the necessary funding for these positions.

There has been no movement on the Pot Bellied Pigs RFP. The Dog and Cat Spay and Neuter RFP has been sent to the Mayor for approval. Jerry Greenwalt, Assistant General Manager, said the CAO would rewrite the Spay and Neuter RFP, which is currently being evaluated. The General Manager agreed to provide copies of all RFP's to the Board.

The Lost and Found RFP was submitted to the Mayor, and evaluated, then returned to the CAO for evaluation. The Department is monitoring the RFP's progress.

Vice-President Avila called for the CAO to provide the Department with an update on the status of all RFP's submitted.

Consideration of Work Status Reports

Mr. Greenwalt confirmed that a letter would be drafted to Keith Comrie requesting the update on all RFP status.

PUBLIC COMMENTS

Lois Newman, Cat and Dog Rescue, spoke before the Board regarding pet adoption certificates. She was concerned about Volunteer actions in the Harbor Shelter to control the impulsive purchasing of pets during the holidays. A newspaper ad stated that dogs and cats would be held until December 27, 1994.

Ms. Newman questioned how a volunteer non-profit group saw fit to assume management of a City shelter. Ms. Newman also questioned the selling of live animals in Chinatown, citing her longtime efforts to bring this to the attention of the Department. She complained about the conditions in the stores in Chinatown.

Jane Bronson, VSA, spoke before the Board regarding the status of VSA. She wanted to know why she had been excluded from the Department's planning process, and why its lost and found system was not being utilized.

Arthur Margolis spoke before the Board regarding VSA's exclusion from the shelter. He also criticized the Department for not investigating the animal conditions in Chinatown. He cited animal cages left out in the sun. The Department had failed to enforce cruelty laws by ignoring this.

Mr. Margolis introduced more unresolved public issues, Items #7, #8, and #9, which should read #8, #9, and #10, due to an earlier mislabeling. These issues involved arbitrary killing and insensitive killing. Mr. Margolis questioned why investigations have not resulted in the removal of employees "who abuse the public."

Mr. Margolis challenged the Board's belief that these incidents are result of money problems, stating that animal abuse and abuse of the public were the results of poor management.

Mr. Margolis criticized the policy of holding black and orange cats until after Halloween. He stated that 14 such cats were put to death the day after Halloween, despite a request from Gillian Lange. The cats were not released to them due to an alleged upper respiratory problem. Mr. Margolis suggested that other shelters be polled to determine how many other cats were put to sleep due to this policy.

Mr. Margolis mentioned a letter, dated 11/7/94, from the Department to Sharon Gregg, regarding a tortoise shell cat killed in a cage. There was nothing indicating how the cat came to be injured or malfeasance involving Department staff. Mr. Margolis stated that evidence pointed to Department staff, but the responsible party was unknown.

GENERAL MANAGER'S REPORT

The General Manager stated that he met with VSA two weeks ago regarding their returning to the shelter system. Last week he spoke with the volunteer coordinator, resulting in the drafting of a letter to be sent to the President of VSA.

A group released an unauthorized letter giving false information about an adoption at the Harbor. The Department asked that group to stop acting on its own. The General Manager added that Councilman Svorinich had expressed his concern on this matter as well.

There was a meeting with South Central facility architects. This is in final draft stages.

There was a staff meeting last month, addressing the budget, and low morale due to attrition and the inability to replace personnel due to the freeze. Management are encouraging employees to maintain a good attitude.

The General Manager met with representatives of Petco, and other companies. regarding legitimizing the humane organizations which wish to enter their pet stores. Animal Control Officers will aid these groups in hopes of adopting out animals from these store cites. The General Manager did not want a repeat of an incident in the West L.A. area, between ACO's and citizens, where police assistance was involved. The Department will work to explain their programs more clearly to animal owners in the future.

Commissioner Avila asked that Public Comments be reopened for a few minutes to clear confusion.

Jamie Pinn spoke before the Board, stating that she met with Paul Jolly, of Petco. He expressed concern with incidents of dissatisfaction with humane groups which turned to dissatisfaction with Petco, given the retail setting. Moreover, going store-by-store across the L.A. area, when ACO's were called in to settle disputes, resolutions were uneven, varying from whichever shelter the responding officer came from.

Ms. Pinn felt obtaining a 501 C3 non-profit status permit would provide a solution, standardizing each operation. The store manager would then be able to refer customers to the head of the umbrella non-profit humane organization authorized through Animal Regulation.

Jane Bronson spoke before the Board, requesting that signs be raised in the stores, distinguishing the organizations from the stores themselves. Vice-President Avila offered that as a condition of the non-profit permit, a conspicuous sign be placed.

Lois Newman spoke before the Board, stating that all customers were made aware of the distinction between her organization and the pet store, due to paperwork filled out by customers at the locations, with the humane organization letterhead.

The General Manager stated that a draft proposal on pet vaccination had been submitted to the President. Copies would be provided to all members.

COMMENTS BY BOARD MEMBERS ON ITEMS NOT ON AGENDA

Commissioner Robins suggested setting the next meeting for Tuesday, January 3, 1995, due to the new year holiday.

The Board adjourned at 11:55 a.m.

12-20-95

ATTEST

PRESIDENT

COMMISSION SECRETARY

c:12/19/94

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Tuesday, May 31, 1994

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regula session on Tuesday, May 31, 1994, in Room 1200, 419 South Sprin Street, Los Angeles, California 90013.

Members Present: President Robins and Commissioners Barrett Bercel and Stein.

APPROVAL OF MINUTES: The Minutes of April 18, 1994 were unanimously approved.

The General Manager introduced Jerry Greenwalt, the new Assistant General Manager. He advised that Jerry Greenwalt has been in City government for many years in several capacities at a high level in the City Administrative Office, and the Department of Recreation and Parks. There were 26 applicants for the position who met the minimum requirements. Philip Henning, Assistant General Manager, Department of Personnel, had mentioned to Gary Olsen that he had never seen such an outstanding list of candidates. Jerry Greenwalt scored number one on the list.

Jerry Greenwalt stated he was happy to be here. He has worked in various capacities for the City, and is looking forward to working in the Department of Animal Regulation.

President Robins discussed the art work around the Commission Room. She stated the artwork was done by abused children for Be Kind to Animals Week. There was a judging at North Central Animal Care and Control Center. The winning artwork will become a poster on MTA busses. The artwork which won and depicted cats was done by an 11-year old girl named Crystal. The General Manager stated working with animals and children is a win-win situation. President Robins also mentioned that Councilwoman Galanter gave a special presentation in Council to the children.

President Robins introduced Georgia Mattera, Assistant Deputy Mayor. Georgia is the Department's liaison from the Mayor's Office.

NEW BUSINESS

Consideration of Department of Animal Regulation Recommendations Concerning Coyote Trapping Issue

The General Manager advised that Willie McDaniel, Hearing Examiner, and Linda Gordon, Management Analyst II, have been working very hard on the report concerning the coyote issue. Gary Olsen thanked both Willie McDaniel and Linda Gordon for their efforts on the report and recommendations concerning the coyote issue. He mentioned that the Department had spent over a year on this issue, and he believed that the Department's recommendations would help to resolve many of the concerns and problems regarding this issue.

The report dated May 31, 1994 to the Board of Animal Regulation and Department of Animal Regulation from the General Manager was distributed to the Board, as well as to the public and media. The President of the Board indicated that prior to this Commission meeting, the Board had not seen the report. However, it was quite interesting because the press had seen a report prior to the meeting. The General Manager also stated he reviewed and signed the report only this morning. The report which the press had was not the exact report as distributed at the Commission meeting.

Willie McDaniel, Hearing Examiner, stated he is honored to have been selected to give the report on coyotes. He stated it is a most challenging issue. He stated he has done a thorough investigation and had input from the General Manager, complaints from the public, and hr considered issues on both sides, as well as listened to the experts. Mr. McDaniel gave a history concerning the ban on coyote trapping. He mentioned there are three options the Department can take: (1) maintain the ban; (2) repeal the ban; or (3) modify the ban on coyote trapping. He then suggested reviewing page 6 of the report which stated the General Manager's Recommendation which is as follows: "The General Manager recommends Option 3, with a Flat Fee, to be implemented as per Procedure Memo attached. (EXHIBIT 5)"

Commissioner Barrett thanked Willie McDaniel for his eloquent presentation and asked that he walk through the steps on how to modify the ban on coyote trapping. Mr. McDaniel discussed pages 3, 4, and 5 of the report which discussed items to be considered if Option 3 to modify the ban is adopted.

Mr. McDaniel stated he felt the General Manager's recommendation which modifies the ban on coyote trapping is most appropriate and would be best for the Department and City of Los Angeles. He then went on to discuss items in the report which were considered in determining the General Manager's final recommendation.

The Board discussed the flat fee of $200 for coyote trapping. President Robins asked Willie McDaniel if calls were going to be made for random citings, i.e., coyote walking across a driveway. He stated if there were a real problem then the Department would make a visit at that time. Willie McDaniel referred to Exhibit 5 of the report which discusses the procedure including public education program, Department Focus, and Department Process regarding this issue. Commissioner Stein asked if trapping fees are paid prior to putting trap out. Mr. McDaniel indicated the trapping fees are obtained prior to trapping. Commissioner Stein inquired about neighboring residents within 300 yards who do not agree that trapping should occur. She asked if we need the consent of those neighbors within 300 yards, or do those neighbors just need notification that trapping will occur. Mr. McDaniel read page three of report, under Step B, item 4 as follows: "Resident requesting trapping must inform neighboring residents within 300 yards that coyote trapping will be occurring in their area. Proof of such notification must be received by the Department prior to the commencement of any trapping." Commissioner Stein asked if legally we need to have the consent of residents within 300 yards of complainants property. Mr. McDaniel indicated his understanding of the requirements would be that the Department does not need consent, but to give notification. The question also came up whether or not the Department would have the ability to trap on other peoples's property without their consent.

Commissioner Barrett stated the Department has done an incredible amount of work. She stated she thought we would have the ability to trap on public property, but not on other people's private property. She felt that one thing we would not resolve in the short term is the whole issue of communities and what is going on in a community between the different residents. Because the Department is going to report to the Commission on a regular basis, we can work our way through some of those issues. It will take some experiences and some effort. She stated she liked the idea of informing residences because it gives them an opportunity to make sure animals are inside, and children are alerted and to take caution regarding traps. She stated she does not think it is fair to ask for consent. It creates a hurdle that is not passable. She feels the ongoing question is: What happens when residents "a", "b," or "c" have done everything possible, and resident "d" is making an incredible attraction that creates problems for everyone in the neighborhood. We will have to work our way through that.

Commissioner Bercel asked about the question of liability if we injure, for example, someone's cat. Mr. McDaniel advised that kind of question should be referred to the City Attorney. Commissioner Barrett stated if trapping is occurring on resident "a's" property and resident "b" is notified that trapping is occurring. She thought it would be more incumbent on resident "a" than on the City.

It would have to be worked out on a case-by-case basis. Commissioner Bercel stated if a trap is left out for one - two weeks, it is unfair to cats, dogs or children to keep them in for that amount of time.

The General Manager stated in the past the Department has trapped and left the trap out for several weeks. If we are trapping after going through this procedure, then probably the trap would be safer than the coyote. To forewarn neighbors that the Department is trapping to take away a coyote that is damaging the property, would be better than just leaving the trap itself.

Commissioner Stein asked how neighbors are notified that coyote trapping will be done. Mr. McDaniels stated if the Department feels it is important to initiate a letter, that is not a problem. He stated he believes that the trapping under this procedure would be so minimal that he does not think a lot of the problems discussed would be a problem. Commissioner Stein stated the good thing about the procedure is it places the initial and majority of the responsibility on the home owner.

President Robins stated that this program should be done as a pilot program for a year. As it goes along, it can be modified if we see problems. Commissioner Barrett stated one of her concerns is she likes the idea of a monthly report from the General Manager, but she would not like to see the Commission decide to adjust the program on a monthly basis because what we have will not be revealing until enough time goes by to show a pattern. She feels we should give the program a year before the Commission starts tinkering. Unless something major turns up.

Commissioner Barrett made the following Motion which was seconded by Commission Bercel: "That the Board accept the General Manager's recommendation which is Option 3, with the Flat Fee to be implemented as he has suggested with the proviso that this program be a pilot program to be reviewed in one year." (Unanimous approval.)

Commissioner Stein made the following Motion which was seconded by Commissioner Bercel: "If the 1994-95 budget is not adopted with additional Animal Control Officers and the provision for overtime, then the proposed Pilot Program would be moot." (Unanimous approval.)

Lois Newman spoke before the Board and complimented the author's report regarding the coyote issue. She disagrees with a flat fee. She believes the flat fee should be $500 instead of $200.

Patricia Bell Hearst, Federation of Hillside and Canyon Association, representing approximately 200,000 households in the Santa Monica Mountains, recommended to the Board that complainants requesting trapping must provide names and addresses of those people within 300 - 500 yards and pay for certification of the mail. She also felt the flat fee should be raised.

Michael Bell spoke before the Board and thanked the Commission and Gary Olsen for their work on the proposal. He stated he agrees with Lois Newman and Patricia Hearst. The fee is low and should be raised up to $500.

Norma Sandler, animal activist, spoke before the Board and stated she agrees with others that the fee should be raised to $500. She also does not believe coyotes should be trapped and killed.

Gordon Merely, Chairman, Federation of Hillside and Canyon Association, and President of the San Fernando Valley Federation which represents well over 350,000 people. He agreed that the fee should be raised to $500.

Dr. Mal Sumner stated he represents the group that is in favor of trapping. He asked if Willie McDaniel ever spoke to those people who were in favor of trapping and what response he received from them. Mr. McDaniel indicated the question of whether or not the people he spoke to were or were not in favor of trapping was never addressed. He only listened to what those persons were concerned with, and when coyotes were cited.

Commissioner Barrett asked Willie McDaniel if she is to understand that he accepted calls as they came to the department. Mr. McDaniel stated yes.

Dr. Mal Sumner stated that he just received the report this morni and that he and others have a lot of questions. He requested th the Commission give them time to review the report and come up wi questions and asked that the Commission hold their vote on the Motion until the Board hears from them or at least they have time to speak.

Commissioner Barrett asked that the following be placed on record: "That Dr. Sumner was invited to participate in a meeting to give information to the Department and he refused to participate."

Dr. Sumner stated two weeks after he informed Commissioner Barrett that he could not appear at the meeting, he had a call from Gary Olsen's Office. The Gentlemen said, "Dr. Sumner you are on the committee to make a suggestion. I want to let you know that the meeting next week is canceled. Dr. Sumner then said he spoke to Gary Olsen. He stated that Gary Olsen also agreed that Dr. Sumner was on the committee and that Commissioner Barrett was no longer in charge and that it was his responsibility.

Shortly after that, Dr. Sumner indicated he spoke with Gary Olsen. Gary Olsen told him that the proposal was being worked on, but because of the budget situation, things were difficult, and as soon as he had any idea of what was going on, he or someone from the Department would contact Dr. Sumner.

Commissioner Barrett indicated there was no committee. There was one meeting with Department staff, the Mayor's Office, Council staff where people from all aspects of this came and sat and provided their information. She stated they were willing to schedule the meeting around any date Dr. Sumner was available, and Dr. Sumner was not willing to participate.

President Robins advised that at a previous Commission meeting, she indicated to Dr. Sumner that she had no knowledge of this, and that it was not a committee, but a group that just got together to give input. President Robins stated that Commissioner Bercel heard the conversation between herself and Dr. Sumner regarding above matter.

Lila Brooks, California Wildlife Defenders, stated she is grateful to the former Board of Commissioners for heeding their request to halt the trapping of coyotes and she stated they hoped that the present Board would not rescind that ban. She stated they had developed nonlethal alternatives to trapping which they developed in 1972. In 1974 they authored a pamphlet called "How to Coexist with Coyotes" do's and don'ts for hillside residents. They came up with a unique idea in 1976 of providing drinking facilities for coyotes to draw them away from swimming pools and faucets. They created the coyote anti-feeding ordinance, enacted in the City and County of Los Angeles and many other cities. The system they developed is based on the preventive method to prevent coyotes from entering residential areas, instead of allowing them in and then trapping them. She stated the City of Los Angeles has a dog problem, not a coyote program. There were 9,360 dog attack reported in 1992, some of which were fatal.

Commissioner Barrett stated that, basically, this is an ugly issue. No matter what the Board of Animal Regulation does, people are going to be very unhappy. She stated she is not crazy about repealing the ban on coyote trapping, or modifying it. This is one of the few policies that the City has managed to enact that moves toward humane consideration of animals. However, she thinks there are other things we need to move forward on relating to the humane condition of animals. This Commission is interested in those issues and does want to make progress on that. She stated she thinks we need to allow for unique situations and public safety needs. We have to be realistic about our budget. It troubles her greatly that we are not able to prevent situations such as one that happened down the street from where she lives where a little girl's face was almost ripped off by a Dalmatians.

Also a woman in Sunland was attacked by Pit Bulls. These situations are happening on a daily basis, and we are not equipped to protect those people. We have to be economically fair. The Department's recommendations are about as good as we can do at this particular time. Ideally, she would like to see full cost recovery, but would be too burdensome for someone who has the real public safety needs. Therefore, she will stand with the motion. She stated she expects that everyone will be equally unhappy with the Motion. That is life, and we will have to deal with it.

Commissioner Stein stated she agrees completely.

Commissioner Bercel indicated she would like to see the fee raised to $500. She made a Motion to amend to Motion because she thinks it is fair considering the costs of the private sector. There was no second to her motion.

Commissioner Stein stated when a resident uses a private trapper, there are no requirements for fencing, etc. But the trapper just keeps coming back. When a resident fences their yard, that would be a one-time cost and it would hopefully take care of the problem.

President Robins stated she does not consider this to be lifting the ban at all--she considers it modifying the ban, and that is as far as it would go. She stated she hoped that within a year we would use this in a very judicious manner. If we don't, you will hear her voice very loud and very clear. While she would like to raise the fee, she is willing to go along with this on a pilot program. She does not consider this trapping.

Commissioner Barrett stated, tragic as it is, we are in very tight fiscal times. She thinks it is incumbent on every City department to try to as gently as possible to wean citizens from depending on government for services or actions that they can provide for themselves. We as individuals have to financially take on more responsibilities. She does not see this as terribly different from all the years she has lived in a fire area, and for years it has been her responsibility to clear her brush, and see that she had adequate water storage and all equipment necessary to protect her home from fire. This is a very similar type situation and we are
in fact doing a public service by incorporating in this policy the steps that move citizens toward understanding their own responsibility.

The Board recessed at 11:17 a.m.

The Board reconvened at 11:30 a.m.

UNFINISHED BUSINESS

Consideration of Department of Animal Regulation Budget
President Robins inquired on the status of the report regarding raising Department fees. The General Manager indicated that the report has been in the City Administrative Office. Linda Gordon, Management Analyst II, indicated that she learned last week that the CAO analyst was submitting his draft to the Chief Administrative Analyst in the CAO. President Robins asked that the Department check every day on the status of this from the City Administrative Office.

The General Manager advised that the City Council has sent a message to the Mayor and CAO saying that they want the Department to succeed. The Council put a motion forward granting the $100,000 for Overtime and we received the 10 Animal Control Officer positions requested.

Consideration of East Valley Renovation Committee Report
President Robins stated that the East Valley Renovation Committee met on May 3, 1994. The Plan as originally submitted to the City Architect's Office was fleshed out to include more specific details. The final plan was also modified to move the refrigeration unit into the building and omit the ramp at the north end of the kennel. The plan is ready to be resubmitted to the City Architects. Mike Burns is now attempting to obtain the services of the original architect (who has since been reassigned to another project) to finalize the drawings. It is the recommendation of the Chair of East Valley Renovation Committee that this committee now be dissolved because they have accomplished what they set out to do. President Robins asked that the General Manager appoint someone to continue with the project.

Consideration of Status Report on the Harbor Shelter
President Robins indicated that money was collected specifically for renovation of the Harbor Shelter. Some of the funds were put into the Animal Welfare Trust Fund and some was collected by Angels for Animals. Angels for Animals put those funds into the Animal Welfare Trust Fund. Nancy Kaump, Senior Animal Control Officer I, and Supervisor of the Harbor Shelter, gave a status report on the Harbor Shelter. Nancy gave a brief history of the Harbor Shelter. She mentioned that in the mid 1980's when City money was available plans were drawn up for a new shelter to be built at the present location. However in the 1990's money was no longer available and the $1.6 million dollar price tag was too much for the City to spend on a new shelter. The Mayor's Office recommended the closing of the Harbor shelter and kenneling the stray animals at the County Shelter in Carson. The residents of the Harbor District, which includes San Pedro, Wilmington and Harbor city rallied to save the shelter and raised funds for renovation. The City Council voted not to close the Harbor Shelter.

The progress of renovation at the Harbor District has been a series of false starts, dead-ends and wrong turns. This is partly due to the changes in leadership and partly because no one seemed to know the exact procedure necessary to even start this type of project.

In 1992 bids were obtained for overall repairs and renovation. Estimated costs would be $30,000 to $40,000. Joan Milke Flores appointed a citizen's advisory committee. One member of the committee also worked for the Building and Safety Department. He did a cursory inspection of the needed repairs. Angels for Animals collected funds. Some of the contractors committed to doing the work at no charge. This would allow the funds to be spent on other needs. Proof of liability, insurance and Worker's Compensation Insurance were obtained for the contractors.

In Mid 1993 we had the "go ahead" to start he work. Stephens plumbing obtained a permit turned off the water to the house and replaced the pipes with copper piping. Carpenter work was required to lay flooring, repair walls and the kitchen counter before the plumbers could put in the kitchen and bathroom fixtures.

A.B. Pearson Construction Company responded to Nancy Kaump's request for a bid on this small project. His bid was just under $4,000. She requested partial payment so Mr. Pearson could begin the necessary work. She was informed by the Department Accountant that a bidding process was required before City funds could be used.

Nancy Kaump indicated she did not know the legal requirements for putting it out for bid. She was told that General Services places the bidding information in the local paper. That was in July 1993 and work stopped leaving the house with no water and the bathroom with no fixtures.

Nancy Kaump stated it is not all bad news: The painting contractor Roger Battaglia painted the outside of the house and main kennel at no charge to the City or Department; Building Services replaced the garage type door in the main kennel with a roll up door because the old door was unsafe for the public; the water heaters are strapped to the wall; the house water heater drains to the exterior; Building Services poured a concrete ramp at the kennel entrance and raised the floor in the office to reduce the possibility of someone falling on the uneven floor; and the dead animal refrigerator compressor has new parts and has been working with less breakdowns.

In December 1993, Mr. Erlandson from Building Services inspected the house. He advised Nancy that no work should be done on a City building without approval of Building Services. It appears they are in charge of the buildings and the other Departments merely use the buildings.

He was going to prepare a report for his supervisor. There would be a decision as to continuing the repairs with private contractors, or General Services finishing the plumbing work.

In May of this year Meyer Levine asked Judy Cairns, a volunteer who lives in San Pedro, to obtain bids for the carpentry work in the house. I do not know the results of this bidding process.

Nancy Kaump advised there are several people who deserve a special thank you: Walter Leong for working on the refrigerator. Gary Stephens of Stephens Plumbing, Roger Battaglia of Interior-Exterior Painting Contractor, Yvette Kovary, Chairwoman of the Harbor Animal Shelter Citizens Advisory Committee, and the Department employees who keep the shelter running on a daily basis.

President Robins indicated the Harbor Shelter is a small shelter. When we decided we were going to keep the shelter open, we had a Structural Engineer and Architect go down an look at the shelter. These are people who have donated their time, their money, and their energy and there have been no results. It makes no sense. We are not talking about $40,000, we are talking about only $4,000, and we can't get approval for that. I don't understand why somebody needs to tell us. Obviously the departments are pushing it off on one another and nothing is getting done. If we needed bids from General Services, it should have been done a long time ago.

Commissioner Stein stated we obviously have enough to do without having to deal with building problems. She stated the Harbor Shelter was one of the first items she heard about when she first came on the Commission in September 1993. She stated she thinks it is pathetic that this has been allowed to go on. She wanted to know who back in September 1993 was in charge of this project.

Meyer Levine, Administrative Services Officer, gave a status report on the Harbor Shelter. He discussed sub-flooring in the house which needs to be repaired before anything else can be done. General Services advised it might be possible that City forces can handle the problem rather than spending all the money. Meyer Levine stated he appreciated that because the money could be spent on other projects, then the January 17 earthquake came along. He stated because the project is under $5,000, all we need are three bonafide bids. What he means by bonafide is the contractor has to have a contractor's license and carry a $1 million insurance policy. Because of the earthquake, all the big companies are busy. The small businesses have difficulty carrying a $1 million insurance policy. Right now we have one bonafide piece of paper, and one on the way. There shouldn't be a problem getting a third bid. Once we have the third bonafide document in our hands, the bids will go to the Purchasing Agent where the lowest bid will be selected. Mr. Levine stated he is hoping that process will take about two weeks, and the job itself should not take very long.

Once the sub-flooring is done, the rest of the project can go on. He stated expenditures out of the Animal Welfare Trust Fund are not complicated at all. In this case, however, in order for the Controller's Office to approve expenditures, they have to have a bid and a bonafide purchase order. We are moving along on taking care of the house. We are not aware that there is anything holding up work on the main part of the facility. Mr. Levine stated he has been giving Yvette Kovary updates on a regular basis.

President Robins asked Meyer Levine if there is ever a time that General Services would go with one bid because the project is so small. Meyer Levine stated General Services does not have control regarding bids. Because this project is under $5,000 it is not a "formal" bidding process...it is a bid process. Meyer Levine was asked by the General Manager if we only received two bids, would that be permissible. Meyer Levine stated he would have to find out. President Robins said we need to go forward on this.

Nancy Kaump indicated that the house is only a part of the project. The back medical building is in disrepair. General Services has been patching to some extent. A door jamb was replaced and was never refinished so there is bare wood there to replace a door jamb. Nancy stated when we complete the house, please don't think this is the last thing.

It was requested that the Harbor Renovation project be kept on the Commission Agenda until the project is finished.

President Robins indicated there was over $8,000 collected by people in the Harbor area and meetings and work, and the Council Office in the Harbor has totally ignored this process. Any attempts to meet with Councilman Svorinich have been met with no information, no time and no appointment.

Commissioner Barrett stated she thinks it is very difficult for staff and volunteers and donors when you get this kind of lack of reward.

PUBLIC COMMENT

Judy Cairns spoke before the Board regarding Harbor Shelter. She stated she lives in San Pedro. Nancy Kaump and her staff have done an extraordinary job under harrowing circumstances. Her concern is that Harbor Shelter needs more work. They are reluctant to solicit more money until they see work done. She stated when press releases are released, there is no mention of Harbor Shelter. She wants to make sure the Harbor Shelter does not fall through the cracks. She really wanted to stress that Nancy Kaump has gone above and beyond what any other shelter person in her capacity has done, and she deserves a raise. She asked the Commission, please help our shelters.

Joyce Pieper spoke before the Board regarding the coyote issue. She stated the success of the modified ban is entirely dependent upon the selection of the person who is selected to oversee it. She asked that this be carefully thought about when a person is selected to be coordinator. She also brought up the topic of the cat ordinance which would generate income for the Department. She asked that this issue be addressed now that the coyote issue is handled.

Jamie Pinn, Pet Assistance, discussed her concern about non-City residents being able to take our animals, leave their deposit, and then breed them. She wants this issue resolved.

Lois Newman, Cat and Dog Rescue, spoke before Board regarding Pot Bellied Pigs. She also discussed her concern about distribution of spay and neuter vouchers. She stated she is pleading for PAWS. PAWS received no vouchers. Ms. Newman also discussed Pan Pacific Park incident where a man's poodle was killed by a dog.

GENERAL MANAGER'S REPORT

Gary Olsen expressed his appreciation to the community and Commission and all the support that we received from the City Council on our budget. He stated that hopefully the Mayor's Office will continue that way. The Department will obtain some positions and it will be the first time in five years that this Department has shown progress. He thanked everyone involved.

COMMENTS BY BOARD MEMBERS ON ITEMS NO ON AGENDA

President Robins stated she investigated the Pan Pacific Park incident. The fact is that Pan Pacific Park is now under the control of the City of Los Angeles. However, no one contacted the City of Los Angeles Department of Animal Regulation regarding this incident. The County was contacted. She stated the City Department of Animal Regulation was not requested by the County, nor the Police Department, to take over the investigation of this case. The Police Department called the County. Bob Ballinger was right in that the Pan Pacific Park is under jurisdiction of the City, even though it is owned by the County. President Robins stated Mr. Ballinger left the impression the City Department of Animal Regulation was contacted, when the City was not contacted regarding Pan Pacific incident.

Commissioner Barrett inquired about how the Commission goes forward with their next set of policies. She stated one of the things she is concerned about are matters that come before the Commission, particularly things that are of great interest to the public, or the Mayor's Office, or the Council. We need to devise a methodology that is more strategic. Concerns need to come to the Commission to be reviewed. Then the Department, or supporters of what the Commission is looking at, needs to have their day in the public eye before the Commission takes action. The Board will be criticized less if issues are discussed first.

We need to be thinking a lot more strategically than we have in the past.

Commissioner Stein stated she did not appreciate seeing the report regarding coyote recommendations in the Daily News and Los Angeles Times before the Commission had read the report. She requested in the future, whether or not the report came from the Department, or a Council Office, that this type of thing be stopped.

Commissioner Bercel inquired about the Breeders Ordinance. President Robins indicated it has been sent to the Mayor's Office and CAO. Gary Olsen indicated it is now back to the Department for changes.

The General Manager stated it is time for the Department to present its goals and objectives. Commissioner Barrett stated we have to present an organized vision of where we are going and then start checking it off. Commissioner Barrett requested written records of a tracking system showing where everything is on a monthly basis.

The meeting adjourned at 12:30 a.m.

July 6, 1994
ATTEST

Mimi Robins
PRESIDENT

Gisselle Hauptk
COMMISSION SECRETARY

a:5-31-94

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, June 6, 1994

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular Session on Monday, June 6, 1994 in Room 1200, 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Robins and Commissioners Barrett, Bercel, and Stein.

APPROVAL OF MINUTES: The Minutes of May 2, 1994 were unanimously approved (Commissioner Barrett was absent at time of vote).

UNFINISHED BUSINESS

Consideration of Status Report on Harbor Shelter

Meyer Levine, Sr. Management Analyst II reported that the Department had been discussing plans for the Harbor Shelter with a Building Services Superintendent. Meyer Levine said that on the previous Friday, one of the Superintendent's employees met with a contractor experienced in City projects. The contractor made recommendations for shelter improvements, including a) adding drop ceilings; b) installation of sinks; c) installation of stall showers instead of bathtubs. Meyer Levine said that all of construction work would include sub-flooring. Mr. Levine added that the contractor would submit a plan to Building Services this week, to be forwarded to a purchasing agent. Construction is scheduled to begin later in June 1994.

President Robins asked about the status of plumbing material, such as sinks and toilets being already donated to the Department. President Robins expressed concern that purchasing additional materials would increase the bid cost. Mr. Levine assured President Robins that the plan took all donated materials into consideration. Costs calculated in the plan were for construction only, and not fixtures.

Mr. Levine said that the bid was the second one received. He was unsure if a third bid might come in. All offers would be examined by Building Services to determine the best and lowest offer. Mr. Levine added that in areas of construction, the recommendation of Building Services is usually approved.

President Robins was pleased that the Department was finally able to send a plan to the City Council and Mayor. President Robins said that many volunteers were waiting to assist in the project, after two years of preparation and fund raisers.

President Robins reminded the Commission that the reason for remodelling the Harbor Shelter was the $1.6 million estimate of cost for building a new shelter. Additionally, an architect and several structural engineers found the existing facilities to be small, but still salvageable. Through community fund raising, cash was raised to cover remodelling expenses. President Robins said construction would have progressed more rapidly if money raised had remained with the private fund raisers, and not been placed in an Animal Trust Fund. As a result, the City Council had to approve a request to spend the funds.

Department of Animal Regulation Budget

Gary S. Olsen, General Manager reported that the Department would attend the Tuesday City Council meeting to discuss the Mayor's budget veto. The General Manager mentioned that the City Council and City Departments put together a budget that came in at $12 million over the mayor's proposal. The General Manager said that the Mayor had been concerned that expenditures would have pushed the City too far into its reserve money. The Mayor responded with an across the board veto cut of half the items Departments submitted in the $12 million. President Robins added that a lot of Departments were cut to zero.

The General Manager then referred to the Mayor's statement refusing support to any expansion by the City Council. The Mayor wanted to wait until he had more confidence in City revenue projections, as well as the will of the council to join with him in sustaining those revenues. The Mayor wanted to reduce expenditures, which would bring reserves up to the highest possible level. This would be pending resolution of the State's budget problem and the closing of the books for fiscal 1993-94. The Mayor wants to hold off consideration of additional items until actual reserve fund levels are known.

The General Manager said that part of the $12 million extension came by Councilwoman Ruth Galanter, and Councilwoman Laura Chick introducing Council Motion 19. The motion added $344,000 in salaries, equating to ten Animal Control Officer I positions and $100,000 in overtime. The mayor's veto cut it in half to $173,000. But this salary cut did not affect the number of positions. Under these circumstances, the Department could still plan to add ten Animal Control Officers I, though at the last part of the year. The General Manager said he spoke with William McCarley of the Mayor's office, who agreed with the Department's plan.

NEW BUSINESS

President Robins called for a review of the fee schedule. The General Manager said that Linda Gordon, Management Analyst II, and Jerry Greenwalt, Assistant General Manager, had been in contact the City Administrative Office, making some progress in their talks with Ramon Soto, City Administrative Office. Ramon Soto said that the City Administrative Office was working with the Department on several outstanding issues, which he hoped to have resolved as quickly as possible.

The numbers in the fee schedule were part of the Mayor's revenue estimates, so he felt it would be in everyone's interest to have them approved soon.

President Robbins said that the fee schedule had been sent in September 1993. It involves a lot of revenue, and has been sitting on someone's desk. President Robbins asked for a time frame to expect approval of the fee schedule. Ramon Soto said that if everything were worked out today, and a report was released by mid week, it would be sent to the Mayor's Office and the City Council. At that point it would be reviewed by the Public Safety Committee and the Budget and Finance Committee.

The General Manager said that the standards on fees for dog grooming were returned the Department Friday for review, and asked for a status of the fees without that item included. Ramon Sot said that the two outstanding issues were 1): the system c grooming parlor fees; and 2): administrative fees for barking dc complaints.

President Robins asked if the item could move forward without the grooming fees. And she added that regarding administrative hearing fees, Building and Safety and Zoning had established fees. This Department added fees on in September. President Robbins wanted to know if the fees were too high or too low.

The General Manger said that the Grooming Parlor permit fee schedule was in the initial package, and asked Ramon Soto what the problem was with it. Ramon Soto declined to answer.

The General Manager added that Jerry Greenwalt had been assigned to keep track of all budgetary issues going through Budget and Finance, the City Administrative Officer, or the Mayor's office, etc.

GENERAL MANAGER'S REPORT

The General Manager said that the Department had met with the Southern California Veterinary Medical Association (SCVMA) and they are working on an RFP. All the contents were ready but the SCVMA was given a couple of weeks to make counter proposals on how to improve the Spay an Neuter Clinics. Dr. Phipps will report regarding future meetings with the SCVMA.

The General Manager stated he will visit the Oakland Animal Control facility. The Department is considering the elimination of guillotine doors in dog runs. These doors could be considered inhumane and would sidetrack attempts to present a more friendly shelter atmosphere.

The General Manager wrote a letter to the East Valley Restoration Committee thanking them for their efforts. The General Manager added that Michael Burns, District Supervisor, has been appointed as supervisor of that committee to continue efforts on that project.

The General Manager has appointed Willie McDaniels, Sr. ACO II, as Coyote Service Coordinator.

The Department has assigned Nancy Moriarty, Sr. Animal Control Officer II, to tackle the issues of volunteerism, restructuring the Reserve Animal Control Officer (RACO) Program, and publishing a quarterly or monthly newsletter. Ms. Moriarty will act as Volunteer Coordinator. A formal Departmental volunteer program will be designed, and will incorporate those citizens already involved in volunteer activity.

The General Manager, pending approval by the City Attorney, would like to have the animals available to be handled by the public before purchase. Other improvements pending include washers and dryers in all shelters. The Department would like to have people available to walk, exercise, and train animals.

President Robins suggested a pilot program first be started in one shelter, to monitor the progress and effectiveness of such changes. The General Manager supported her suggestion.

The General Manger announced a plan to address the non-residential Spay and Neuter situation.

The Board recessed at 10:40 a.m.

The Board reconvened at 11:00 a.m.

PUBLIC COMMENTS

Lois Newman, Cat and Dog Rescue, mentioned three paperbacks by the Sierra Club on urban wildlife she would bring to the Commission.

GOALS AND OBJECTIVES OF DEPARTMENT

Linda Gordon, Management Analyst II, presented a draft document outlining the Goals and Objectives of the Department. The main objectives were a) Increasing Department Revenue; Enhancing Department Programs, especially Volunteer Programs and the RACO Program; b) Improving Community Involvement in Animal Care and Control; and c) Increased Animal Care and Control Service.

Tracking of Work Assignments

The General Manager said that Jack Nylund, Sr. Systems Analyst II, was developing a draft of a system of tracking Department projects through to completion. This would improve accountability on various projects.

Jack Nylund presented a sample data base to demonstrate the uses of the system. Mr. Nylund said the objective would be to load information on the status of projects into a central computer.

The Commission had previously asked for a monthly update on the status of projects. However they were concerned about the format and volume of material they would be receiving each month.

Jack Nylund said that specific information could be pulled out, and the format or categories of information drawn could be changed. Also, a list of all due and past due assignments could be printed up instantly, by assignment or by individual employee. Assignment from the Commission to employees, like tracking the distribution of vouchers, or the pot-bellied pig issue, could be tracked as well, to determine when the completed items would be presented to the commission.

However, as the Department's computers were not centrally connected, information would have to be gathered using Work Order Forms for data entry. Mr. Nylund said that primary staff members in charge of projects would regularly submit these forms to th Clerk Typist at a central computer to update the computer file c any status changes.

President Robins questioned whether this would result in much additional administrative paperwork. Mr. Nylund responded that the work would remain mainly in the projects themselves, and not in reporting on their status. Mr. Nylund expected to have an update on his system within 60 to 90 days.

The meeting adjourned at 11:34 a.m.

July 18, 1994
ATTEST

Minnie Robins
PRESIDENT

D. L. L. 00
COMMISSION SECRETARY

c:6-2-94

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Monday, June 20, 1994

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular Session on Monday, June 20, 1994 in Room 1200, 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Robins and Commissioners Barrett, Bercel, and Stein.

APPROVAL OF MINUTES: The Minutes of May 31, 1994 were unanimously approved.

UNFINISHED BUSINESS

Consideration of Goals and Objectives of the Department

Commissioner Barrett presented a rough draft of a Reorganization Outline for the Department. She asked that the outline be reviewed by the Board of Commissioners and Administrative Staff, and be made ready for finalization by the next Commission meeting.

Commissioner Barrett defined the mission of the Department as a) Protecting Public Safety; b) Promoting Responsible Pet Ownership; and c) Providing Humane Care and Protection to Animals in its custody. The General Manager replied that a mission statement was also being developed by the Administrative Staff, to be presented by Linda Gordon, Management Analyst II (who was not present). Commissioner Barrett welcomed the blending of the two documents.

Commissioner Barrett then presented an overview of the Department, and strategies for: a) Reducing Department use of Taxpayer General Fund Dollars; b) Improving Department Service; and c) Improving Department Image.

The General Manager said that a report on volunteers would be ready for the next agenda. A meeting with volunteers was scheduled for June 28, 1994. Commissioner Barrett called for a plan dealing with the recruitment and utilization of volunteers.

Also, the General Manager announced that a Valley Mobile Adoption unit will be operating on June 26, 1994. The adoption units will utilize volunteers.

Commissioner Stein said she had received a large number of complaints about the rate of euthanizing animals at the West Valley Animal Care and Control Center. A large number of what were described to her as easily adoptable pets were being euthanized. Commissioner Stein said that volunteers were frustrated by seeing large numbers of animals being put down, especially after investing their time and energy in caring for them. Commissioner Stein called for a euthanasia criteria. The General Manager replied that this issue would be addressed in a volunteer meeting scheduled for June 21, 1994 at West Valley.

Consideration of a Report regarding Sargeant's Biologicals Proposal was scheduled for the July 5, 1994 agenda. President Robins requested that Michael Sargeant be notified of the meeting.

Jerry Greenwalt, Assistant General Manager, presented a listing of Work Orders and Assignments which were requested by the Board to test the new system. Mr. Greenwalt said that the Commission could modify requests for data at any time. This process is being developed by Mr. Greenwalt and Jack Nylund, Sr. Systems Specialist I. Mr. Greenwalt agreed to provide a copy of this report to the Commission at each meeting.

Consideration of Department of Animal Regulation Budget

The General Manager indicated that he thanked the City Council for its display of support for the Department in overriding Mayor Riordan's veto of the proposed 1994-95 budget.

Commissioner Barrett asked when the Department expected to hire new Animal Control Officers, as included in its budget proposal. The General Manager said a pool of Reserve Animal Control Officers, and an eligible list of candidates from Personnel Department are ready for the selection process. The Department will make an unfreeze request on July 1, 1994. The General Manager also suggested to the ...uty Mayor that all City employee authorities be unfrozen, ...ibly saving the taxpayers a lot of money. The Deputy Mayor ...d to present this suggestion to the City Council.

... ten Animal Control Officer positions are funded for eight ...chs. Examinations, as well as interviews should take place in ...he first four months of the 1994-95 fiscal year. The General Manager emphasized care will be given in selecting applicants. He noted the hiring of an Animal Control Officer who quit after one day on the job. Due to the freeze, the Department was unable to replace that position.

Consideration of Status Report on Harbor Shelter

Meyer Levine, Sr. Administrative Analyst II, said he received a telephone call from General Services Department (GSD), informing him that all necessary information had been received. GSD is ready to move forward upon request by the Department. Work on Harbor Shelter is scheduled to begin immediately.

President Robins asked if there would be any difficulty in removing money from the Animal Trust Fund. Mr. Levine assured her that this process would be "routine."

Consideration of Proposed Ordinance regarding Feral Cats

Jim Connelly, Sr. Animal Control Officer II, presented a strategy to move forward on a proposed Ordinance amendment which would increase the number of cats which citizens could keep without a kennel permit.

Mr. Connelly said that three years ago, a Feral Cat Committee was formed to reduce the number of feral cats euthanized. After research and pilot programs, the Committee submitted recommendations for changes in City and Department policy to the former Animal Regulation General Manager. Since these findings were passed on to City Council, changes have been delayed by the Zoning Commission and environmental impact studies.

Mr. Connelly suggested requesting changes piece by piece, believing it to be an easier tactic. He suggested that the Department begin with the first of the eight proposals: raising the number of cats a resident could keep in the City without a kennel permit from four to six.

Mr. Connelly believed this would reduce the numbers of cats released in the city by residents whose domestic cats keep reproducing. He noted that citizens were reluctant to bring cats to shelters because of a high euthanasia rate.

Joyce Piper objected, saying that the proposals were originally formed as a package, covering a broad range of issues, such as alteration and licensing. Ms. Piper also reminded the Commission that an important part of the proposal called for a City ordinance banning any unaltered animals.

Commissioner Barrett also objected to splitting up the proposals (which must be sent through several Departments, before reaching the City Council). Commissioner Barrett called for a strategy to pass the policy, making sure that everyone distinguished this as separate from the policy itself.

Joyce Piper then introduced a policy and strategy package from Kings County in the state of Washington where a similar proposal had been passed successfully. Part of the proposal provided $25 spay or neuter vouchers for citizens purchasing unaltered animals. Joyce Piper called for the same program in this Department. Commissioner Barrett classified the package as a modified breeders' ordinance.

Both Commissioner Barrett and Joyce Piper agreed that the issue of the breeder ordinances and feral cats proposal should be tackled as one package.

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The ten Animal Control Officer positions are funded for eight months. Examinations, as well as interviews should take place in the first four months of the 1994-95 fiscal year. The General Manager emphasized care will be given in selecting applicants. He noted the hiring of an Animal Control Officer who quit after one day on the job. Due to the freeze, the Department was unable to replace that position.

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Both Commissioner Barrett and Joyce Piper agreed that the issue of the breeder ordinances and feral cats proposal should be tackled as one package.

Commissioner Barrett predicted that this would be a six month to one year project. She divided the project between a) research and development of the ideal package; b) changes in City law to enact it; and c) the political strategy. Commissioner Barrett called for an advanced recruitment of breeders to join the pro-side, and public education as well. Joyce Piper reminded the Board that a strategy was included in the Kings County package. All Commissioners agreed to move the breeders ordinance and feral cat packages forward together.

President Robins called for the combining of the Breeders and Feral Cat Committees.

Lois Newman spoke on spay and neuter issues.

Commissioner Barrett made the following motion which was seconded by Commissioner Bercel, "that the Feral Cat Committee and the Breeders' Ordinance Committee be merged and research work be done to select committee members" (unanimously approved).

The Board recessed at 11:08 a.m.

The Board reconvened at 11:24 a.m.

Consideration of Distribution of Spay and Neuter Vouchers

President Robins expressed concern about the division of vouchers among organizations, especially groups which had received voucher books in the past, but were issued none at this time. She noted the group PAWS was noted as an example. President Robins thought it bad public relations to exclude such a needy group. Also, a large number of the animals taken in by PAWS have already been spayed or neutered.

Meyer Levine cited the small number (4,000) of total vouchers. He based distribution of the vouchers on past performance. As these 4,000 had already been distributed, Mr. Levine asked that changes might be aimed at future distributions. President Robins then directed Mr. Levine to make sure that all worthy groups receive vouchers in the future.

Consideration of Status Report on Department Fees

Edward Greenwalt, Assistant General Manager, said the CAO Analyst was not present at today's meeting. He added that a recommendation from the CAO on the Department fee schedule should be made within the next few days. An agreement had been reached on all issues, except the equine fees, and barking dog complaint fees.

Mr. Greenwalt said the Department is currently compiling financial data to draft an amendment to the City Ordinance which will help in the recouping of equine costs.

Mr. Greenwalt has learned that the CAO recommends rejection of barking dog fees. If these fees are favored by City Council, the CAO will ask that they only be charged to the losing party.

Commissioner Barrett asked the Department to study arrangements of other Departments where fees are paid whenever complaints are filed, then refunded when judgements are in favor of the defendant. These existing procedures should be documented.

Commissioner Barrett mentioned that people involved in "the equine community" did not express major opposition to the raising of equine fees. But this group does not believe Recreation and Parks spends enough money on upkeep of facilities. They have tried and failed to get an accounting of spending and would be interested in obtaining this accounting.

Consideration of Licensing Contract

The General Manager said that the licensing contract is in the City Attorney's Office, Contractors Division. Jerry Thies, of the City Attorney's, has been contacted daily.

A training and orientation with the new licensing canvassers will take place tomorrow. As soon as the contract is written up and signed, licensing enforcement work will begin.

In addition, Mr. Andrews, the L.A. County Director, has verbally offered to assist in licensing enforcement through his personnel, a change from a previously written position. As the General Manager had not seen anything new in writing, he recommended that the Department press forward with the licensing contract.

The General Manager said that the licensing contract in the City Attorney's Office will be a one year contract with a 65/35 split in "enhancements."

Commissioner Barrett directed the Department to write a letter to the City Council stating that it was aware of L.A. County's offer. The letter will state that L.A. County had the opportunity to participate in the bidding process with everyone else, and would be welcome in the future. Commissioner Barrett wanted the letter issued to avoid any delays L.A. County's offer might cause the licensing contract. Delays might create a circumstance where no agency collected funds for a period while L.A. County went through the RFP process.

Commissioner Barrett said that the Department would be happy to look at L.A. County for the next bidding process. She noted that L.A. County was suffering setbacks of its own. Commissioner Barrett hoped to look for ways the City could help the County, building a stronger link with the two agencies.

Consideration of Distribution of Spay and Neuter Vouchers
Meyer Levine presented a work sheet on Recommended Distribution of Vouchers based on past performance. Mr. Levine said the next batch of vouchers would be distributed in September 1994.

Commissioner Barrett was concerned about interruptions in the voucher distribution program. She did not want Mr. Levine to wait until September 1 to make recommendation for voucher distribution. This could possibly result in a four- month lag between expiration of old vouchers and usage of new vouchers. Commissioner Barrett directed Mr. Levine to develop a consistent program, ensuring that vouchers were routinely distributed. President Robins again added that she would like to see all agencies receive vouchers.

Lois Newman spoke on the issue of the voucher program.

Consideration of Pot Bellied Pigs
Meyer Levine said a draft of proposals for the Pot Bellied Pigs Ordinance, including fee schedules, was submitted to the Board of Commissioners, awaiting the Board's decision. No Commissioner could remember receiving such a document. The Board directed Meyer Levine to track down this draft. The Board scheduled this item for the next meeting.

The General Manager then recalled holding back the draft, citing questions on some issues. President Robins directed the General Manager to provide the Board with a proposal draft for the next meeting.

PUBLIC COMMENTS
Kaye Alexander, South Central Animal Care and Control volunteer, asked about the status of that shelter.

General Manager's Report
The General Manager reported that the Department had been ordered to vacate the seismically condemned South Central facility. Meyer Levine has worked with General Services Department to obtain modular offices. In September, all personnel from South Central Animal Care and Control will relocate to those offices in the shelter's temporary location, the 36th Street lot. Modulars will contain kennels, hospital rooms, and administrative office space. The General Manager estimated a one-year to two-year stay at the temporary site.

An architectural presentation for a new facility had been sent back by the General Manager for alterations. The General Manager hoped to model construction of the new South Central facility after a one he had visited in Oakland. Pictures of the Oakland facility were distributed to the Board.

Commissioner Barrett hoped to make the South Central facility a showcase, noting that this was an area of the City that had routinely been shorted on services.

The General Manager announced development of a new volunteer program coordinating committee, which will meet again on June 28, 1994. A report will be presented at the July 5, 1994 meeting. The General Manager added that there had been a lack of communication in a recent meeting with VISA.

The first mobile adoption will take place on June 26, 1994 from 11:00 a.m. to 4:00 p.m., on the corner of Vanowen and White Oak in the valley. A new van was dedicated for the program.

The General Manager presented logo designs to be considered by the Board.

The General Manager reminded the Board of the unfortunate handling of a bear in one incident in Azusa. The Azusa City Council is taking steps to avoid any reoccurrences, and has approached the General Manager to join a wildlife response task force.

The General Manager concluded by showing the Board samples of awards presented to employees for extraordinary work, performed during some of the recent City crises. He added that morale in the Department had increased somewhat since the approval of the budget.

The meeting adjourned at 11:20 a.m.

August 1, 1994
ATTEST

PRESIDENT

COMMISSION SECRETARY

c:6-20-94

MINUTES

CITY OF LOS ANGELES

BOARD OF ANIMAL REGULATION

Tuesday, July 5, 1994

10:00 a.m.

The Board of Animal Regulation Commissioners convened in regular Session on Tuesday, July 5, 1994 in Room 1200, 419 South Spring Street, Los Angeles, California 90013.

Members Present: President Robins and Commissioners Barrett, Bercel, and Stein.

APPROVAL OF MINUTES: The Minutes of June 6, 1994 were unanimously approved (Commissioner Barrett was absent at time of vote).

UNFINISHED BUSINESS

Consideration of Status Report on Harbor Shelter
Jerry Greenwalt, Assistant General Manager, announced a contract was signed last week, and construction will begin in three weeks, ending around September 1994.

Consideration of Department of Animal Regulation Budget
Mr. Greenwalt said a request to unfreeze positions was submitted to the Mayor's office. The Department also drafted a motion for Councilwoman Ruth Galanter to submit to City Council regarding the unfreeze of all twelve new positions.

Mr. Greenwalt did not know exactly when Ms. Galanter would present the motion, adding that the General Manager carried the motion to Galanter's office last Wednesday. Mr. Greenwalt believed that the City Council could act directly on such a motion, or that it would be sent to the Personnel and Public Safety Committees for review. President Robins asked the Department to keep the Board up to date on this motion.

Consideration of Department Fees
Mr. Greenwalt stated that this will be on the Public Safety Committee agenda for July 25, 1994. It will then be forwarded to the full City Council for approval. He estimated adoption of the fees by Council around mid August 1994.

Consideration of Proposed Ordinance on Pot Bellied Pigs
Mr. Greenwalt requested more time to prepare a report.

Linda Gordon, Management Analyst II, held up an outline of a report. Ms Gordon mentioned, that after discussions with Planning and Zoning, she felt all questions should be thoroughly reasearched and answered in the report. This will avoid many questions by Building and Safety, Zoning, and the Planning Commission. All issues, from historical prejudices in swine keeping in Los Angeles to the present day problems of pot-bellied pigs, should be included in this outline. Ms. Gordon promised the Board a full report by July 18, 1994.

President Robins introduced former Commissioner Rita Hoisch.

The Board recessed at 10:15 a.m.

The Board reconvened at 10:30 a.m.

Consideration of Goals and Objectives of the Department of Animal Regulation

Mr. Greenwalt said a Work Program will be developed, utilizing the Goals and Objectives.

Ms. Gordon said the Work Program, with an organizational chart, would be completed by Friday, as part of the Department's annual budget process. The work program will be submitted to the CAO's office. Also, the Department anticipates fee increases, and the coyote report is presently being reviewed in the CAO's office.

Commissioner Barrett asked if the Work Program was written for the 1994-95 or 1995-96 fiscal year. Ms. Gordon replied that it would be for the 1994-95 fiscal year. Commissioner Barrett then requested a copy of this report for review before it is given to the CAO.

Consideration of Report Re: Sargeant's Biologicals Proposal

President Robins asked if funds generated by Sargeant's could be deposited into the Spay and Neuter Fund. Also, she inquired about a $70,000 contract the which Department already had for retrieval of dead animals.

President Robins said she directed the General Manager to provide this information in a timely manner. Mr. Greenwalt said the General Manager provided a letter on this matter to the Commission last week. No Commissioner remembered receiving such a letter. Though Mr. Greenwalt did not have a copy of the letter, he claimed it mentioned a $76,800 contract with an outside vendor for retrieval of animal carcasses. Sargeant's Biologicals was to begin picking up cats at three dollars per carcass.

Commissioner Barrett called for a full discussion of the contract. Mr. Greenwalt said the previous contract existed with Sanitation Department.

When Commissioner Barrett asked why Sanitation Department was using Animal Regulation funds, Linda Gordon indicated that money spent on the contract was included in Animal Regulation overhead, under Schedule G in the City Budget. Also many Deparment services were provided by other departments.

Commissioner Barrett requested a copy of this contract, as well as information on it. Ms. Gordon said copies were kept by the City Clerk. Also, Commissioner Barrett requested that no item be allowed on the agenda until there was enough data.

Commissioner Barrett asked if money raised from this proposal could be deposited in a spay and neuter fund. Ms. Gordon said that all money had to go to the General Fund, unless the City Council specified otherwise. Commissioner Barrett asked about the necessary procedures to arrange such a transter. Ms. Gordon said the Department would make a request to the Mayor's Office. The request would be analyzed by the CAO, as any other request. Ms. Gordon added that there were no sole-source contracts, and an RFP would be needed. After the CAO report is passed from the Mayor's Office to the City Council, it is reviewed by Budget and Finance and Public Safety Committees, before going to Council for vote.

Commissioner Barrett made a motion to table this subject until staff could provide the Board with more detailed information. She did not want Sargeant's Biologicals representatives to waste time in Commission meetings until the Board was ready to take action. Commissioner Stein seconded the motion.

Commissioner Barrett directed the Department to provide information within thirty days. The Board apologized to Mr. Sargeant for inconveniencing him, promising to keep him up to date. President Robins added that it would be impossible to develop any contract for the coming "school year." The subject is rescheduled for August 15.

<u>Consideration of the Volunteer Program</u>
Nancy Moriarty, Volunteer Coordinator, said volunteers were working at most shelters. She provided the Board with her volunteer application form designed with an emphasis on needs assessment, both for shelters and volunteers.

Nancy Moriarty reported on two orientations given the previous week, the Mobile Pet Adoption on June 26,1994, and a press release written for the July 9 and July 10 MPA at the Lotus Festival.

Commissioner Barrett interrupted, requesting information on what her review of the volunteer program has revealed, and what changes the Department will make as a result of such findings. Also, Commissioner Barrett requested a complete proposal including overall operation of the Volunteer Program, numbers of volunteers at each shelter and their functions.

Ms. Moriarty said that there had not been a volunteer program in Animal Regulation to review. Therefore, agencies with volunteer programs, such as Recreation and Parks and Library, were consulted to develop a proposal. Ms. Moriarty added that she was deciding on how the Volunteer Program should be coordinated with the Department. Volunteer agencies must have non-profit organizational status, submitted by an attorney and a 501-C3.

Ms. Moriarty added that volunteers were concerned about access to funds for programs, such as emergency animal rescue and care, and animal adoption, while hoping to avoid the bureaucracy of City Hall.

President Robins again requested a proposal, before such details were randomly discussed. This outline, or working document would aid the Commission in City Hall lobbying efforts. Ms. Moriarty promised a report for the next meeting.

Ms. Moriarty reminded the Board that the reason for so much early emphasis on an application was the confusion of volunteers entering the shelter. Ms. Moriarty also cited concerns over insuring volunteers for time accounted for in the shelters. The Department was looking for ways to keep these volunteers covered, after September 1994, when the current insurance contract expires.

The current contract with the Volunteer Center requires Department timekeeping records, which are forwarded to a private insurance company. All volunteers are currently covered for hours spent working in the shelters.

Commissioner Stein called for some method of background checking, to determine previous incidences of cruelty to animals, or other criminal activity.

Public Comments

Lois Newman spoke before the Board on breeders' ordinances and feral cats. She also commented on a quote attributed to Lt. Phipps in the Beverly Press.

Joyce Piper spoke before the Board, questioning the combining of the feral cat and breeders' committees. She also spoke on Sargeant's Biological.

Terry Austin, of Humana Organization, spoke on investigative files.

General Manager's Report

Jerry Greenwalt had an update on the Lost and Found RFP approved by Councilman Braude's committee. He stated that the RFP will be listed on tomorrow's Council Agenda as Item 36.

Also, the General Manager circulated a directive to the staff, regarding Councilwoman Galanter's (request) on owned animals. The directive was paraphrased to state that shelters should hold as many adoptable animals as kennel space allows. When extra space is available, only animals that are sick, injured, or display aggressive tendencies shall be scheduled for euthanasia.

Commissioner Barrett expressed concern about the constant flow of concerns and complaints about treatment of animals and citizens themselves. She considered correction of these incidences a high priority item. She wanted the Department to come up with some process for the public, and the Committee to be able to track this in some fashion.

The meeting adjourned at 11:20 a.m.

September 12, 1994
ATTEST

Gene Barrett
PRESIDENT

COMMISSION SECRETARY

c:7-5-94